

**PROCEEDINGS OF THE BROWN COUNTY BOARD OF SUPERVISORS**  
**NOVEMBER 4, 2015**

Pursuant to Section 19.84 and 59.14, Wis. Stats., notice is hereby given to the public that the REGULAR AND ANNUAL BUDGET meeting of the **BROWN COUNTY BOARD OF SUPERVISORS** was held on **Wednesday, November 4, 2015, at 9:00 a.m.**, in the Legislative Room 203, 100 North Jefferson Street, Green Bay, Wisconsin.

The following matters will be considered:

Call to order at 9:00 a.m.

Invocation.

Pledge of Allegiance.

Opening Roll Call:

Present: Sieber, De Wane, Nicholson, Hoyer, Gruszynski, Haefs, Erickson, Zima, Evans, Kaye, Landwehr, Dantine, La Violette, Katers, Kaster, Van Dyck, Jamir, Robinson, Clancy, Campbell, Moynihan, Blom, Schadewald, Lund

Supervisor Buckley arrived at 9:26 a.m. and Supervisor Fewell arrived at 9:28 a.m.

Total Present: 26

**PRESENTATION**

The Stan Kass family was awarded a proclamation for a \$12,000 donation for a new K-9 dog. Chairman Moynihan read the proclamation, Sheriff Gossage thanked Mike Kass and he introduced K-9 Murdock.

**No. 1 -- ADOPTION OF AGENDA**

A motion was made by Supervisor Kaster and seconded by Supervisor Clancy **“to adopt the agenda.”** Voice vote taken. Motion carried unanimously with no abstentions.

**No. 2 -- COMMENTS FROM THE PUBLIC:**

- a) Must be limited to items not on the agenda.
- b) State name and address for the record.
- c) Comments will be limited to five minutes.
- d) The Board's role is to listen and not discuss comments nor take action of those comments at this meeting.

James Brunner, 3128 Egan Lane, Green Bay, addressed the Board about the asphalt plant in his neighborhood. Mr. Brunner expressed his concerns about the cost effectiveness of this plant and requested numbers to justify why Brown County got involved in it.

**No. 3 -- APPROVAL OF MINUTES OF OCTOBER 21, 2015**

A motion was made by Supervisor Kaye and seconded by Supervisor La Violette **“to approve the minutes of the October 21, 2015 meeting”**. Voice vote taken. Motion carried unanimously with no abstentions.

**No. 4 -- ANNOUNCEMENTS OF SUPERVISORS.**

Supervisor Schadewald recognized the County Board’s own Veterans – Supervisor Kaye, Supervisor Erickson and Chairman Moynihan – and thanked them for their military service.

Supervisor Blom congratulated VanderVest Harley Davidson on being awarded the 2015 Wisconsin Business Development Award. He also invited anyone interested to join in the Jack Frost Fun Run this Saturday at VanderVest Harley Davidson.

Supervisor Evans expressed his confusion as to why a Special Executive meeting on salaries was called after the budget meetings.

Vice Chair Lund stated the Salvation Army red kettles will be out soon and encouraged all to please donate to this worthy cause and help the less fortunate.

Supervisor Haefs asked if a line-item veto would then open up the entire budget for reconsideration or just the vetoed portion of the budget.

Chairman Moynihan reminded all Supervisors to make motions in writing and include dollar amounts during today’s budget meeting.

**No. 5 -- COMMUNICATIONS. NONE.**

**Late Communications:**

**No. 5a -- FROM SUPERVISOR CLANCY: I AM REQUESTING THAT THE COUNTY BOARD START ACTION TO REPEAL THE LEGISLATION OF THE NEWLY CREATED PROPERTY TAX BILLS. THIS IS ANOTHER UNFUNDED MANDATE WHICH WILL COST THE COUNTY 60 THOUSAND, PLUS TIME AND EQUIPMENT.**

Refer to Administration Committee.

**No. 6 -- APPOINTMENTS BY COUNTY EXECUTIVE. NONE**

**No. 7a -- REPORT BY COUNTY EXECUTIVE.**

County Executive Streckenbach stated that he looks forward to an excellent debate on the budget and appreciates the working relationship between the County Board, Department Heads, Administration and the community on this budget. County Executive Streckenbach stated that overall, a decent number of conversations regarding the budget have taken place. He also stated that perhaps this would result in setting a new time record for concluding this debate.

**No. 7b --      REPORT BY BOARD CHAIRMAN.**

Chairman Moynihan stated that it is nice to see so many department heads, administration and members of the public at today's meeting. He stated he looks forward to a spirited debate.

Chairman Moynihan thanked the Kass family, Sheriff Gossage, Deputy Lemberger and K9 Murdock for being at today's meeting and for the Kass Family donation allowing the Sheriff Department to obtain Murdock after the untimely death of K9 Wix.

Chairman Moynihan announced the County Board Meeting to be held on December 16, 2015 will begin at 6:00 p.m. On behalf of Chairman Moynihan and Vice Chair Lund, they would like to invite the Supervisors for some Christmas cheer following the meeting.

At this time, Chairman Moynihan called a recess until 9:30 a.m. when the public hearing would begin.

**PUBLIC HEARING ON 2016 BUDGET**

Dick Marbes, 2564 Cherrywood Lane, Green Bay, addressed the County Board regarding funds to help the Veterans in the community. Mr. Marbes stated he has been involved in helping veterans and their spouses and the positive impact it's had on the community. He stated he looks forward to the future and receiving the funds needed to purchase a new van to transport the wheelchair bound. Mr. Marbes stated transport costs are very expensive and he appreciates the County Board's support.

Tana Koss, 2087 River Point Court, DePere, is part of a group that includes members of local law enforcement, Human Services professionals, hospital staff, crisis center staff and others, who are requesting the County Board allocate funds for detoxification services in Brown County. This group has been meeting since 2012 regarding the care of individuals seeking detox in Brown County. Officer Paul Van Handel, of the Green Bay Police Department, and Mary from HSHS St. Mary's Hospital, are also in this group and stated there is a need for detox funding. Officer Van Handel stated Brown County does not have proper detox facilities and that detox is happening in the wrong places like homes and hospital emergency rooms. Mary stated the budgeted dollars would help these people with their continuum of care after they are medically stabilized.

Peter Daanen, 2165 Barley Circle, Bellevue, stated that on October 28, 2013 a presentation on the cost savings of an asphalt plant was given at the Planning, Development and Transportation meeting. He stated at that time, it was proposed that the asphalt plant would save Brown County money and pay for itself in 2 years. Mr. Daanen stated that according to figures from October 27, 2015, the County is paying 75% higher costs than the 2013 projection. He questioned when the 2-year trial would come to an end and if Brown County will continue to subsidize a losing operation. Mr. Daanen requested that Brown County do a full audit of the asphalt plant.

Melissa Gorzelanczyk, 1558 Belmont Road, Green Bay, is the author of "Arrows" which will be released in January, 2016. Ms. Gorzelanczyk thanked the Board for approving the resolution to improve the library facility. She stated she grew up loving the library and now as an author, uses the library to get away from her home office and to do research. She also stated her husband used the library when he went back to school. Ms. Gorzelanczyk stated she hopes the Board will support the funding as is and keep the library current.

Cheryl Weber, 786 Hunters Run, Hobart, is with the Joshua group and representing the community. She asked the Board to please approve the mental health dollars listed in the budget, adding that the plan is coming together and she's excited to see it begin to work.

Sharla Baenen, 1879 Horseshoe Lane, DePere, with Bellin Psychiatric Center, addressed the Board regarding the need for detox funding and the continuum of care for those individuals. She stated people going through detox need a safe place to go or it will fail.

Julia Witt, 276 Tony Lane, Howard, a Mental Health/AODA clinician in Brown County stated that the county does have services for ongoing continuing care but we need places for those people to go – it's a medical necessity for people in withdrawal to have a safe place to go. She stated individuals cannot start treatment unless they are medically cleared and we currently don't have a stable place for people who are detoxing to go. Ms. Witt stated the dollars funded cannot be used if a person is not medically cleared and this is not an efficient use of the money. She stated the continuum of care only works when all the pieces are together.

**No. 8 --        OTHER REPORTS.    NONE**

**No. 8a --        VETO SESSION  
Re: Resolution to Authorize the Use of Bonded and Levied Funds for  
Library Renovation.**

TO THE HONORABLE CHAIRMAN AND MEMBERS  
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies & Gentlemen:

**WHEREAS**, in March 2012, Brown County Board of Supervisors bonded for Library renovations at the Central Library and placed said bonded funds into the 425 Library Renovation Fund to be used for library construction projects; and,

**WHEREAS**, many of the Library projects done, did not qualify for use of the bonded funds, thereby, the Library was asked by the County to contribute levied funds to the 425 Library Renovation Fund; and,

**WHEREAS**, pursuant to the County's request, the Library did a budget adjustment transferring levied funds from their operating account to the 425 Library Renovation Fund; and,

**WHEREAS**, as these funds in the 425 Library Renovation Fund were to be used for facility improvements the funds were put under the oversight of the Public Works Department; and,

**WHEREAS**, levied funds appropriated for the Library are under the control of the Library Board, and should be repurposed within the discretion of the Library Board and should be under the authority of the Library Board; and,

**WHEREAS**, it is desirable to move the levied dollars, in the amount of \$300,983, located in the 425 Library Renovation Fund held for renovations back into the Library's budget to be used by the Library Board for the Brown County System-wide furniture replacement; and,

**WHEREAS**, funds bonded for by Brown County for the Library, back in 2012, were borrowed and designated for renovation purposes and under the State Statutes are required to be used for said purposes pursuant to Wisconsin Chapter 67; and,

**WHEREAS**, Brown County is responsible for disbursing funds in compliance with Chapter 67, and exercises control over the bond money and the manner in which it is disbursed, and is obligated to comply with the very purpose for which the bond was issued, which was Library improvements and renovations; and,

**WHEREAS**, pending the approval of Bond Council, it is desirable for \$348,622 of the \$970,680 bonded funds available located in the 425 Library Renovation Fund, be designated for use by the Library for renovation purposes as was the original intent of the bonding, for the Central Library parking lot renovation and reconfiguration adding ten spots at a cost not to exceed \$122,574, central auditorium renovations at a cost not to exceed \$180,392, and for central meeting room and meeting room foyer improvements not to exceed \$45,656; and,

**WHEREAS**, in the alternative, if Bond Council fails to approve the bond funds for the Central Library parking lot renovation, the Library would use the levied funds for that project, with the remaining levied dollars to be used to fund the furniture projects of highest priority, in order of priority at the following branches from highest to lowest priority as follows: Wrightstown Branch, East Green Bay Branch, Pulaski Branch, Ashwaubenon Branch and Kress Branch locations.

**NOW, THEREFORE, BE IT RESOLVED**, that the Brown County Board of Supervisors, do hereby resolve that levied dollars, in the amount of \$300,983, located in the 425 Library Renovation Fund held for renovations be removed from the oversight of the Public Works Department, and moved back into the Library's budget to be used under the discretion and authority of the Library Board for the Brown County System-wide furniture replacement.

**BE IT FURTHER RESOLVED**, pending the approval of Bond Council, that the bonded funds located in the 425 Library Renovation Fund, in the amount of \$348,622, of the \$970,680 available, be designated for use by the Library for renovation purposes as was the original intent of the bonding, and shall be used for the Central Library parking lot renovation and reconfiguration adding ten spots at a cost not to exceed \$122,574, central auditorium renovations at a cost not to exceed \$180,392, and central meeting room and meeting room foyer improvements not to exceed \$45,656.

**BE IT FURTHER RESOLVED**, in the alternative, if Bond Council fails to approve the bond funds for the Central Library parking lot renovation, the Library would use the levied funds for that project, with the remaining levied dollars to be used to fund the furniture projects of highest priority, in order of priority at the following branches from highest to lowest priority as follows: Wrightstown Branch, East Green Bay Branch, Pulaski Branch, Ashwaubenon Branch and Kress Branch locations.

**BE IT FURTHER RESOLVED**, it is found that the funds from the 425 Library Renovation Fund for use in facility improvements and renovations for the Brown County Library is in keeping with the original intent of the bonded and levied funds.

Respectfully submitted,

PLANNING, DEVELOPMENT AND  
TRANSPORTATION COMMITTEE

Approved By:

Refused to Sign by Troy Streckenbach  
10/21/15

Troy Streckenbach,  
COUNTY EXECUTIVE

Drafted by Corporation Counsel  
Approved as to form by Corporation Counsel

*Fiscal Note: This resolution does not require an appropriation from the General Fund. The resolution transfers \$300,983 in levy dollars from the 425 Fund to the Library Board, and appropriates \$348,622 in bond dollars from the 425 Fund to defined Library projects.*

A motion was made by Vice Chair Lund and seconded by Supervisor Van Dyck **“to override County Executive Streckenbach’s veto”**.

Following discussion, Supervisor Schadewald requested separation between the two vetoed appropriations: 1) \$300,983 for furniture replacement; and 2) \$122,574 for parking lot renovation. Roll call votes taken.

#1 Furniture Replacement:

Ayes: Sieber, De Wane, Hoyer, Gruszynski, Haefs, Erickson, Zima, Evans, Kaye, Dantine, La Violette, Van Dyck, Robinson, Clancy, Campbell, Moynihan, Lund, Fewell

Nayes: Nicholson, Buckley, Landwehr, Katers, Kaster, Jamir, Blom, Schadewald

Total Ayes: 18                      Total Nayes: 8

Motion Carried.

#2 Parking Lot Renovation:

Ayes: Sieber, De Wane, Nicholson, Hoyer, Gruszynski, Haefs, Erickson, Zima, Evans, Kaye, Buckley, Dantine, La Violette, Katers, Van Dyck, Robinson, Clancy, Campbell, Moynihan, Schadewald, Lund, Fewell

Nayes: Landwehr, Kaster, Jamir, Blom

Total Ayes: 22                      Total Nayes: 4

Motion carried.

**ATTACHMENTS TO VETOED RESOLUTION #11H**  
**ON THE FOLLOWING PAGES**

EXECUTIVE  
*Brown County*

305 E. WALNUT STREET  
P.O. BOX 23800  
GREEN BAY, WI 54305-3800

PHONE (920) 448-4001 FAX (920) 448-4003



Troy Streckenbach

BROWN COUNTY EXECUTIVE

November 2, 2015

Chairman and Members of the Brown County Board of Supervisors:

I am vetoing two appropriations within the *October 21, 2015 "Resolution Authorizing the Use of Bonded and Levied Funds for Library Renovation"* because they raid funds that were originally intended for the renovation of the Downtown Central Library.

The 425 Library Renovation Fund has roughly \$1,200,000 to carry out \$1,600,000 in planned maintenance over the next five years of which the majority of the items were outlined and approved by the Brown County Board on July 18, 2012.\* Diverting those funds from the original intent will require additional bonding or levy to make up any dollars taken from the account.

I am therefore vetoing \$300,983 for purchasing furniture, and \$122,574 for renovating the downtown parking lot.

If it is the desire of the Brown County Board to make additional investments beyond the original intent, it is my hope that they would do so through the budget process and not raid funds set aside for planned maintenance of the Downtown Central Library.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Troy Streckenbach".

Troy Streckenbach  
Brown County Executive

\*Attachments: July 9, 2012 Executive Committee Report, as approved July 18, 2012 by Brown County Board; and Brown County Central Library Maintenance Plan

October 21, 2015

**TO THE HONORABLE CHAIRMAN AND MEMBERS  
OF THE BROWN COUNTY BOARD OF SUPERVISORS**

Ladies & Gentlemen:

**RESOLUTION TO AUTHORIZE THE USE OF  
BONDED AND LEVIED FUNDS FOR LIBRARY RENOVATION**

**WHEREAS**, in March 2012, Brown County Board of Supervisors bonded for Library renovations at the Central Library and placed said bonded funds into the 425 Library Renovation Fund to be used for library construction projects; and,

**WHEREAS**, many of the Library projects done, did not qualify for use of the bonded funds, thereby, the Library was asked by the County to contribute levied funds to the 425 Library Renovation Fund; and,

**WHEREAS**, pursuant to the County's request, the Library did a budget adjustment transferring levied funds from their operating account to the 425 Library Renovation Fund; and,

**WHEREAS**, as these funds in the 425 Library Renovation Fund were to be used for facility improvements the funds were put under the oversight of the Public Works Department; and,

**WHEREAS**, levied funds appropriated for the Library are under the control of the Library Board, and should be repurposed within the discretion of the Library Board and should be under the authority of the Library Board; and,

**WHEREAS**, it is desirable to move the levied dollars, in the amount of \$300,983, located in the 425 Library Renovation Fund held for renovations back into the Library's budget to be used by the Library Board for the Brown County System-wide furniture replacement; and,

**WHEREAS**, funds bonded for by Brown County for the Library, back in 2012, were borrowed and designated for renovation purposes and under the State Statutes are required to be used for said purposes pursuant to Wisconsin Chapter 67; and,

**WHEREAS**, Brown County is responsible for disbursing funds in compliance with Chapter 67, and exercises control over the bond money and the manner in which it is disbursed, and is obligated to comply with the very purpose for which the bond was issued, which was Library improvements and renovations; and,

llh



WHEREAS, pending the approval of Bond Council, it is desirable for <sup>226,046</sup> \$348,622 of the \$970,680 bonded funds available located in the 425 Library Renovation Fund, be designated for use by the Library for renovation purposes as was the original intent of the bonding, for the Central Library parking lot renovation and reconfiguration adding ten spots at a cost not to exceed ~~\$122,574~~, central auditorium renovations at a cost not to exceed \$180,392, and for central meeting room and meeting room foyer improvements not to exceed \$45,656; and,

WHEREAS, in the alternative, if Bond Council fails to approve the bond funds for the Central Library parking lot renovation, the Library would use the levied funds for that project, with the remaining levied dollars to be used to fund the furniture projects of highest priority, in order of priority at the following branches from highest to lowest priority as follows: Wrightstown Branch, East Green Bay Branch, Pulaski Branch, Ashwaubenon Branch and Kress Branch locations.

~~NOW, THEREFORE, BE IT RESOLVED~~, that the Brown County Board of Supervisors, do hereby resolve that levied dollars, in the amount of \$300,983, located in the 425 Library Renovation Fund held for renovations be removed from the oversight of the Public Works Department, and moved back into the Library's budget to be used under the discretion and authority of the Library Board for the Brown County System-wide furniture replacement.

BE IT FURTHER RESOLVED, pending the approval of Bond Council, that the bonded funds located in the 425 Library Renovation Fund, in the amount of <sup>226,046</sup> \$348,622, of the \$970,680 available, be designated for use by the Library for renovation purposes as was the original intent of the bonding, and shall be used for the Central Library parking lot renovation and reconfiguration adding ten spots at a cost not to exceed ~~\$122,574~~, central auditorium renovations at a cost not to exceed \$180,392, and central meeting room and meeting room foyer improvements not to exceed \$45,656.

BE IT FURTHER RESOLVED, in the alternative, if Bond Council fails to approve the bond funds for the Central Library parking lot renovation, the Library would use the levied funds for that project, with the remaining levied dollars to be used to fund the furniture projects of highest priority, in order of priority at the following branches from highest to lowest priority as follows: Wrightstown Branch, East Green Bay Branch, Pulaski Branch, Ashwaubenon Branch and Kress Branch locations.

BE IT FURTHER RESOLVED, it is found that the funds from the 425 Library Renovation Fund for use in facility improvements and renovations for the Brown County Library is in keeping with the original intent of the bonded and levied funds.

Respectfully submitted,

PLANNING, DEVELOPMENT AND  
TRANSPORTATION COMMITTEE

llh

**PROCEEDINGS OF THE BROWN COUNTY BOARD OF SUPERVISORS**

**July 18, 2012**

Pursuant to Section 19.84 and 59.14, Wis. Stats., notice is hereby given to the public that the REGULAR meeting of the **BROWN COUNTY BOARD OF SUPERVISORS** was held on **Wednesday, July 18, 2012, at 7:00 p.m.**, in the Legislative Room 203, 100 North Jefferson Street, Green Bay, Wisconsin.

The following matters will be considered:

Call to order at 7:00 p.m.

Invocation.

Pledge of Allegiance to the Flag.

Present: Sieber, De Wane, Nicholson, Hoyer, Hopp, Haefs, Erickson, Zima, Evans,  
Vander Leest, Landwehr, Dantine, Williams, Kaster, Van Dyck, Schuller,  
Robinson, Clancy, Wetzel, Moynihan, Steffen, Lund, Fewell

Excused: Buckley, La Violette, Carpenter

Total Present: 23 Total Excused: 3

**No. 1 -- ADOPTION OF AGENDA.**

A motion was made by Supervisor Kaster and seconded by Supervisor Nicholson "to adopt the agenda as presented". Voice vote taken. Motion carried unanimously with no abstentions to adopt the agenda.

**No. 2 -- COMMENTS FROM THE PUBLIC:**

- a) Must be limited to items not on the agenda.
- b) State name and address for the record.
- c) Comments will be limited to five minutes.
- d) The Board's role is to listen and not discuss comments nor take action of those comments at this meeting.

Lyle Wilquet, 1942 Ziese St., Green Bay spoke on his concerns with the materials obtained at the Brown County Library.

**No. 3 -- APPROVAL OF MINUTES OF JUNE 20, 2012 COUNTY BOARD MEETINGS**

A motion was made by Supervisor Nicholson and seconded by Supervisor De Wane "to approve the minutes of June 20, 2012." Voice vote taken. Motion carried unanimously with no abstentions.

**TAKEN OUT OF ORDER: Nos. 9c; 11a-d; 10j; 9d**

**No. 9c -- REPORT OF EXECUTIVE COMMITTEE OF JULY 9, 2012**

TO THE MEMBERS OF THE BROWN COUNTY  
BOARD OF SUPERVISORS

Ladies and Gentlemen:

The EXECUTIVE COMMITTEE met in regular session on July 9, 2012 and recommends the following motions:

1. Appointment of Supervisor Tom Sieber to Land Information Council. To approve.
2. \* Communication from Supervisor Steffen re: Term-limits for Brown County Supervisors.  
To refer to Corporation Counsel for disposition of communication.
- \* Refer item #2 to Corporation Counsel as per the County Board on 7/18/2012.
3. Communication from Supervisor Steffen re: Nomination signature threshold for candidates seeking the office of County Supervisor to lower to 50 and 100 signatures.  
Receive and place on file. Approved 6-1.
4. Communication from Supervisor Steffen: Review, discuss and take action on requiring standardized, staff reports for public policy items and monthly reports. To send to County Board Chairman Moynihan and County Board Vice-Chairman Lund and work in concert with Administration.
5. Communication from Supervisor Robinson re: Request that the County Board (1) hold a special visioning session or series of visioning sessions and (2) consider putting together a Master Plan to guide the work of County Government. *Held for one month to bring back additional information. To hold for one month.*
6. Communication from Supervisor Sieber re: To have Human Resources include their rationale for the salary assigned to any new department head in the packet which the County Board receives prior to confirmation vote.
  - i. To receive and place on file.
  - ii. To reconsider Communication #6.
  - iii. To refer to next month's Executive Committee to have staff provide their point factoring information.
7. Communication from Supervisor Moynihan re: Request approval of amending Brown County Code of Ordinances 2.13 (5)(f) to delete "and discussion pertinent to the subject matter". To hold for 60 days.
8. \*\* Request for Approval - Public Works Director's Report on Central Library Maintenance Assessment. Receive and place on file.
- \*\* Amended by the County Board on 7/18/2012 as follows: To approve the Public Works Director's Report on Central Library maintenance and proceed with the maintenance using the \$1.5 million already bonded for by the County Board (Approved 14-9). Proceed with safety concerns, the high priority and planned maintenance items identified in the Public Works maintenance assessment not to exceed \$1.5 million (Approved 23-0).

9. Request for Approval - Central Library RFP.
  - i. To approve.
  - ii. To approve with the addition of adding building new as an option in the RFP.  
MOTION PASSED 5 - 2.
10. Review and Possible Action on Legal Bills to be paid. Pay the bills.
11. County Executive Report.
  - a) Budget Update. Receive and place on file.
12. Labor Attorney Report.
  - a) Healthcare Plan 2013. To approve adopting the high deductible plan for 2012.
  - b) Discussion of Chapter 4 Revisions. See item #23.
13. Vacant Budgeted Positions - Child Support – Accounting Technician – vacated 6/2012. See #19.
14. Vacant Budgeted Positions - County Clerk – Account Clerk – vacated 6/2012. See #19.
15. Vacant Budgeted Positions - Human Services/CTC – Clerk III – vacated 5/2012. See #19.
16. Vacant Budgeted Positions - Human Services/CTC – Food Service Supervisor (.5 FTE) – vacated 6/2012. See #19.
17. Vacant Budgeted Positions - Human Services – Social Worker/Case Manager – Adult LTC – vacated 5/2012. See #19.
18. Vacant Budgeted Positions - Human Services – Social Worker/Case Manager – Child Protection Intake/Ongoing x2 - vacated 3/2012 & 6/2012. See #19.
19. Vacant Budgeted Positions - Public Works/Facility Management – Clerk Typist II – vacated 6/2012.
  - i. To suspend the rules to take items #13 through #19 together. MOTION PASSED 6 - 1.
  - ii. To approve items #13 through #19. MOTION PASSED 6 - 1.
20. Resolution re: Authority to Execute a 2012 Labor Agreement with the Brown County Human Services Professional Employees Association. To approve. See Resolutions, Ordinances July County Board.
21. Resolution re: Authority to Execute a 2012 Labor Agreement with the Brown County Human Services Para-Professional Employees Association. To approve. See Resolutions, Ordinances July County Board.
22. Resolution re: the Reclassification of the Director of Port and Solid Waste Position. To approve. See Resolutions, Ordinances July County Board.
23. Ordinance to Amend Chapter 4 of the Brown County Code entitled "Personnel Rules and Regulations". To approve Chapter 4 as presented and have Administration provide the fiscal impact under 4.57 in regard to "forced" overtime and have those numbers be presented at the next regular Executive Committee meeting. See Resolutions, Ordinances July County Board.
24. Resolution re: Change in Table of Organization Information Services – Delete Technology Services Manager / Add Server, Storage and Virtualization Specialist. To approve. See Resolutions, Ordinances July County Board.
25. Resolution re: Change in Table of Organization Human Services – Delete Administrative Assistant I / Add Clerk IV. To approve. See Resolutions, Ordinances July County Board.
26. Resolution to Authorize Use of Funds to Retain Outside Counsel. To approve. See Resolutions, Ordinances July County Board.

A motion was made by Supervisor Zima and seconded by Supervisor Fewell "to adopt".

Supervisor Erickson requested Item #8 be taken separately; Supervisor Haefs requested Item #2 be taken separately and Supervisor Steffens requested Item #3 be taken separately. Voice vote taken on remainder of report. Passed unanimously with no abstentions.

Item #2 -- Communication from Supervisor Steffen re: Term-limits for Brown County Supervisors. COMMITTEE ACTION: To refer to Corporation Counsel for disposition of communication.

A motion was made by Supervisor Zima and seconded by Supervisor Fewell **"to adopt by referring to Corporation Counsel"**. Voice vote taken. Motion carried with Supervisors Haefs, Kaster and Dantine voting nay.

Item #3 -- Communication from Supervisor Steffen re: Nomination signature threshold for candidates seeking the office of County Supervisor to lower to 50 and 100 signatures. COMMITTEE ACTION: Receive and place on file. Approved 6-1.

A motion was made by Supervisor Kaster and seconded by Supervisor Van Dyck **"to adopt"**.

Following discussion, a motion was made by Supervisor Steffens and seconded by Supervisor Robinson **"to adjust the number of signatures to 50 signatures"**. Vote taken. Roll Call #9c3(1):

Ayes: Robinson, Wetzel, Steffen

Nays: Sieber, De Wane, Nicholson, Hoyer, Hopp, Haefs, Erickson, Zima, Evans, Vander Leest, Landwehr, Dantine, Williams, Kaster, Van Dyck, Schuller, Clancy, Moynihan, Lund, Fewell

Excused: Buckley, La Violette, Carpenter

Total Ayes: 3                      Total Nays: 20                      Excused: 3

Motion defeated.

Item #8 -- Request for Approval -- Public Works Director's Report on Central Library Maintenance Assessment. COMMITTEE ACTION: Receive and place on file.

A motion was made by Supervisor Lund and seconded by Supervisor Sieber **"to suspend the rules to allow interested parties to address the Board"**. Voice vote taken. Motion carried unanimously with no abstentions.

Ben Schenkelberg, 3309 Spur Lane, an experienced area architect, stated he reviewed the Library and \$17-\$23 million is the price tag. He supports looking at the Library in a totally different way. Mr. Schenkelberg thinks there are ways to fix things without ripping the whole building apart. For \$17-\$23 million we should have a new building.

A motion was made by Supervisor Erickson and seconded by Supervisor Zima **"to return to the regular order of business"**. Voice vote taken. Motion carried unanimously with no abstentions.

A motion was made by Supervisor Zima and seconded by Supervisor Kaster **"to approve the Public Works Director's Report on Central Library maintenance and proceed with the maintenance using the \$1.5 million already bonded for by the County Board"**.

Following discussion, a motion was made by Supervisor Van Dyck and seconded by Supervisor Lund **"to amend Supervisor Zima's motion by adding: proceed with safety concerns, the high priority and planned maintenance items identified in the Public Works Maintenance Assessment not to exceed \$1.5 million"**.

A motion was made by Supervisor Steffens and seconded by Supervisor Hopp **"to refer Item #8 back to Committee"**. Vote taken. Roll Call #9c8(1):

Ayes: Sieber, Hopp, Robinson, Clancy, Wetzel, Steffen, Fewell

Nays: De Wane, Nicholson, Hoyer, Haefs, Erickson, Zima, Evans, Vander Leest, Landwehr, Dantine, Williams, Kaster, Van Dyck, Schuller, Moynihan, Lund

Excused: Buckley, La Violette, Carpenter

Total Ayes: 7 Total Nays: 16 Excused: 3

Motion defeated.

A motion was made by Supervisor Zima and seconded by Supervisor Erickson **"to approve Supervisor Van Dyck's amendment to Supervisor Zima's motion by adding: proceed with safety concerns, the high priority and planned maintenance items identified in the Public Works Maintenance Assessment not to exceed \$1.5 million"**. Vote taken. Roll Call #9c8(2):

Ayes: Sieber, De Wane, Nicholson, Hoyer, Hopp, Haefs, Erickson, Zima, Evans, Vander Leest, Landwehr, Dantine, Williams, Kaster, Van Dyck, Schuller, Robinson, Clancy, Wetzel, Moynihan, Steffen, Lund, Fewell

Excused: Buckley, La Violette, Carpenter

Total Ayes: 23 Excused: 3

Motion carried unanimously with no abstentions.

A motion was made by Supervisor Zima and seconded by Supervisor Van Dyck **"to approve Supervisor Zima's motion with Supervisor Van Dyck's amendment as follows: To approve the Public Works Director's Report on Central Library maintenance and proceed with the maintenance using the \$1.5 million already bonded for by the County Board. Proceed with safety concerns, the high priority and planned maintenance items identified in the Public Works Maintenance Assessment not to exceed \$1.5 million"**. Vote taken. Roll Call #9c8(3):

Ayes: De Wane, Haefs, Erickson, Zima, Vander Leest, Landwehr, Dantine, Williams, Kaster, Van Dyck, Schuller, Moynihan, Steffen, Lund

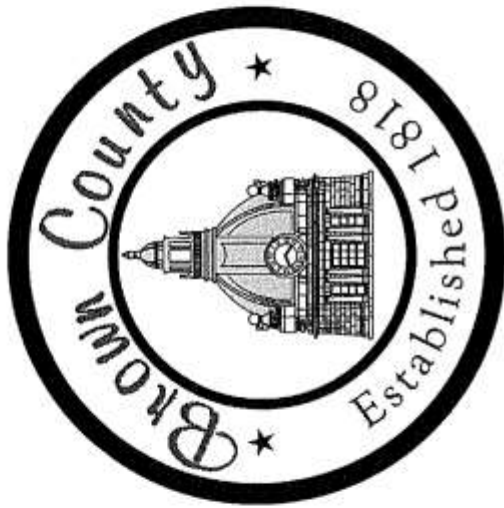
Nays: Sieber, Nicholson, Hoyer, Hopp, Evans, Robinson, Clancy, Wetzel, Fewell

Excused: Buckley, La Violette, Carpenter

Total Ayes: 14 Total Nays: 9 Excused: 3

Motion carried.





**BROWN COUNTY CENTRAL LIBRARY**  
***MAINTENANCE ASSESSMENT***

*July 2012*

Brown County Public Works  
Facility Management  
Green Bay, Wisconsin

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## DEFINITIONS

**Deferred Maintenance** is defined as postponing or mismanaging maintenance activities such as repairs in order to save costs, meet budget funding levels, or improper maintenance protocol. The failure to perform needed repairs could lead to asset deterioration and ultimately asset impairment. Generally, a policy of continued deferred maintenance may result in higher costs, asset failure, and in some cases, health and safety implications.

**Planned Maintenance** is defined as the proactive repair or replacement of a building system or component prior to, or at, the end of its projected useful service life.

**Capital Improvement** is defined as any building system, or component, addition or enhancement which will add to the value or useful life of the physical asset. Usually Capital Improvements require justification to support the expenditure such as ROI analysis.

## EXECUTIVE SUMMARY

The Brown County Public Works Facility Management (FM) condition report (Project) was limited to the following:

- Maintenance issues that are only for the existing Central Library site and facility "as is". No system repairs, upgrades and modernizations are due to program-driven remodeling or comprehensive renovation.
- Estimated costs are not detailed price quotes from construction contractors. These estimates are conclusions reached based on the reviews and interviews referenced herein below.
- Maintenance related repairs, upgrades and modernizations do not address program issues or space needs necessary to meet the program-driven needs of current and future Central Library users.

In addition, this Project for the Brown County Central Library took into consideration data collected from the following sources:

- FM working knowledge and facility tour of the Central Library
- Informational interviews with the Brown County Library Director and key Central Library facility maintenance staff
- Review of the 2009 Boldt Brown County Central Library Facility Assessment
- Review of the September 2009 General Energy Corporation Brown County Library System Energy Audit Report

A number of various values ranging from \$8,000,000 to \$12,500,000 (Values) have been used in County presentations to describe what has been characterized as deferred maintenance for the County Central Library. After drilling into the various Values that were used, and based on the aforementioned Definitions, the Public Works Department's conclusion is that High Priority Safety Concerns and Deferred Maintenance issues for the Project amounts to approximately \$801,000. Adding certain Planned Maintenance issues, the total maintenance needs for the Project for the next 5 years are estimated at approximately \$1,879,200.

An amount of \$375,000, which is a portion of the above-listed estimated maintenance issues of \$1,879,200, has been funded in the 2012 budget, leaving an unfunded balance of approximately \$1,504,200.

The differences between the above-mentioned Values which were often used in County presentations and the approximately \$1,879,200 identified by the Public Works Department are those capital improvement items identified and defined herein and, as a result of program driven needs, the additional work required to replace or modify entire building systems, components, or structures.

A wide range of maintenance-driven issues exist within the Brown County Central Library. For purposes of this presentation, these issues are broken into 4 categories, High Priority Safety Concerns (Exhibit A), Deferred Maintenance (Exhibit B), Planned Maintenance (Exhibit C), and Capital Improvements (Exhibit D).

### Executive Summary: (Continued)

The building was well designed and constructed 40 years ago. Certain of the building systems and system components have not been properly maintained or are now obsolete. The following highlight the conclusions in regard to the overall condition of the Library as of this writing:

- The existing Central Library building is structurally sound and the foundation, superstructure (building above grade) and the structural system are in good overall condition.
- The existing roof system is only five years old and in good condition with a remaining projected useful life of approximately 15 years.
- The Central Library has numerous maintenance-driven issues that focus primarily on the exterior building envelope; mechanical, electrical and plumbing (MEP) systems; and interior finishes and furniture. The need to repair, upgrade and/or modernize these building systems is expected due to age, usage and condition.
- There are seven (7) safety concerns which should be completed within a relatively short timeframe of approximately 12 months or less.
- There are two (2) deferred maintenance issues which should be completed within a short timeframe due to the inability to secure replacement parts and due to ADA regulations. We recommend a 24 month timeframe.
- There are seventeen (17) planned maintenance issues which should be completed over a recommended 5-year timeframe.
- There are thirteen (13) capital improvement items which should be completed if these expenditures can be justified by looking into ROI or similar project evaluation techniques.

*The following table sets forth the priorities and corresponding estimated amounts to cure:*

Category	Estimated Maintenance Cost (By Priority)	Estimated Cost (By Category)
Safety Concerns (complete w/in 12 months)	\$153,000	\$153,000
High Priority (complete w/in 24 months)	\$648,000	\$648,000
Planned Maintenance (complete w/in 5 years)	\$1,078,200	\$1,078,200
Capital Improvements		\$1,679,000
<b>TOTAL</b>	<b>\$1,879,200</b>	<b>\$3,558,200</b>

For a more detailed explanation, please refer to the attached Exhibits (A through D).

### Exhibit A: High Priority Safety Concerns - Complete within 12 Months:

<i>Item</i>	<i>Description</i>	<i>Estimated Cost</i>	<i>Comments</i>
1.	Main Disconnect Switch on Main Service Replacement <b>COMPLETED</b>	\$50,000	<p>Main circuit breaker on the switchgear should be replaced. This is a safety concern as it does not reset and will not protect against fault.</p> <p>The main power disconnect for the building located on the incoming service switchboard in the basement needs to be replaced. Due to age of this device it is no longer readily available from the original manufacturer (Square D). The replacement of this disconnect switch is important for several reasons:</p> <ol style="list-style-type: none"> <li>1) Circuit breaker may not operate properly when a fault occurs (may not open if experiencing a fault)</li> <li>2) May not reset (close) after opening.</li> <li>3) May not protect against an external fault which may be as high as 10,000 available interrupting current (AIC)</li> </ol>
2.	Interior Emergency Lighting Upgrade <b>COMPLETED</b>	\$12,000	<p>Install additional emergency lighting throughout the facility. This is a safety concern. Bring emergency lighting up to minimum code requirements. Interior emergency lighting does not meet code minimums of an average of 1 foot candle (fc) along all paths of egress.</p> <p>Additional emergency lights should be located throughout the facility to provide the code mandated emergency lighting required to safely get library patrons and personnel safely out of the building. Key areas would be each of the office and workroom areas as well as the Children's, Popular Library, Reference and second floor book areas.</p>
3.	Exterior Emergency Lighting Installation <b>COMPLETED</b>	\$12,000	<p>There are no exterior emergency light fixtures at building exits. This is a safety concern. Provide emergency lighting at each of the building exits on the exterior of the building.</p> <p>In today's code, a minimum of two lamped emergency fixtures are required at each required emergency exit for a building.</p>
4.	Stairwell Exit Lighting Upgrade <b>COMPLETED</b>	\$6,000	<p>Add exit lighting in stairwells at exits to grade. This is a mandatory requirement that should be provided immediately. Exit lighting in stairwells is not adequate.</p> <p>In general, exit lighting in the stairwells is found on the floor exiting to grade. What has been provided in some instances is a luminescent sticker located on the exit door. A requirement of an exit sign is that it produces 5 foot candles of illumination from its face. These luminescent signs do not provide this. Exit lighting if on other floors that do not exit to grade should clearly identify the path of egress.</p>

**Exhibit A: High Priority Safety Concerns - Complete within 12 Months: (Continued)**

<b>Item</b>	<b>Description</b>	<b>Estimated Cost</b>	<b>Comments</b>
5.	Circuit Breakers Testing  NOT COMPLETED Significantly more expensive than the original cost estimate The testing of existing circuit breakers can be completed over time via routine maintenance by Library maintenance staff at a lesser cost.	\$18,000	Each breaker should be tested to confirm they will trip due to an overload or fault. This should be done every five years.  These breakers have not been through a preventative maintenance program (cleaning of panel board interior, checking breakers). Circuit breakers should be tested and cleaned periodically to insure proper operation.
6.	Arc Flash Study  COMPLETED	\$26,000	Provide an arc fault study on all major pieces of electrical equipment. Provide documentation on each piece of equipment stating Incident Energy, Clear Zone when working on equipment and appropriate personal protection equipment (PPE).  Flash protection ratings are not identified on panels. This was an addition to the National Electric Code (NEC) in 1999 and is now being enforced by local authorities having jurisdiction.  An Arc Flash Study, involving all branch panels including the main service switchboard, should be completed such that Arc Flash Hazard identification may be placed on each piece of electrical equipment. This identification will help any qualified or maintenance personnel review the potential hazards prior to working on these pieces of electrical equipment. These pieces of identification provide assistance in determining severity of potential exposure, planning safe work practices, and selecting personal protective equipment.
7.	Uneven Concrete Slabs Replacement  COMPLETED	\$29,000	Existing concrete flat work in the outdoor plaza and walkways have heaved. Heaved concrete sections create uneven walking and accessible pathways and present a tripping hazard.  The permanent solution is to replace the areas of uneven concrete walkway sections with 2 inches of rigid insulation underneath to prevent future heaving.
<b>TOTAL</b>		<b>\$153,000</b>	

**Exhibit B: Deferred Maintenance - Complete in 12 to 24 Months:**

<i>Item</i>	<i>Description</i>	<i>Estimated Cost</i>	<i>Comments</i>
1.	Passenger Elevators Replacement  COMPLETED	\$365k to \$406k  (These costs do not include possible elevator shaft reconfigurations)	The two existing passenger elevators and elevator equipment need to be replaced due to age and condition. This system is beyond the end of its projected service life.  Additionally, the elevators cabs and interior controls are not ADA compliant. The elevator system equipment is obsolete and replacement parts are no longer available for maintaining this system. These elevators are not reliable and may stop working prior to letting passengers off at the predetermined floor stop. The elevator controllers are remotely located in the basement which can be accessed through the periodical storage location.  The doors on each of the elevator controllers are currently left open to allow for air circulation to prevent equipment from overheating. However, heat in this room builds up and may be contributing to the stoppage problems for the elevators.
2.	Freight Elevator Replacement  COMPLETED	\$188k to \$242k (2,500# to 3,500# capacity)	Similar to the passenger elevators, the existing freight elevator and elevator equipment are original. Due to age, condition, and lack of available replacement parts for repairs and maintenance this elevator system should be replaced on a priority basis.
<b>TOTAL</b>		<b>\$553,000 to \$648,000</b>	

### Exhibit C: Planned Maintenance - Complete within 5 Years:

<i>Item</i>	<i>Description</i>	<i>Estimated Cost</i>	<i>Comments</i>
1.	Rooftop Disconnect Switch Replacement <b>COMPLETED</b>	\$1,200	The disconnect switch on the exterior rooftop unit is rusted badly. The 30A disconnect switch on the rooftop condensing unit should be replaced.
2.	3rd Floor Condensing Unit Replacement <b>COMPLETED</b>	\$14,000	The unit is nearing, or at, the end of its projected life expectancy as identified by ASHRAE standards. At some point in time, failure may occur. This unit should be replaced proactively in the near future.
3.	Book Drop Modifications	\$6k to \$12k	The existing book drop has water leaking issues, as well as a security breach. Consideration should be given to address weather-proofing problems and addressing potential security issues.
4.	Data/Communications IDF Relocation	\$9,000	Relocate the data system Intermediate Distribution Frame (IDF) from its existing location on the second floor to a secure location. The IDF currently located on the second floor, just out of the main circulation, is located in an area that is not secure. This equipment provides connection to the Library's computers and telephones. The IDF should be relocated to a room that is locked and is not open to the public. If relocation is not possible, then a secure and ventilated enclosure should be constructed around the existing equipment.
5.	Duct and Coil Cleaning	\$81k to \$116k	<p>The original building duct systems were well constructed. However, there are a couple of locations (return duct next to AC#7 and 64 x 20 supply duct above room 244A) where ductwork has been damaged and requires additional stiffeners. Duct liner installed in the mechanical rooms is dirty and delaminating. There is no duct insulation outside of the mechanical rooms.</p> <p>Cleaning of HVAC duct systems and coils will dramatically improve overall efficiency. Years of dust and debris that have accumulated on existing coils needs to be removed.</p> <p>All duct systems (supply, return, exhaust, intake and relief) should be cleaned. All grilles, registers, and diffusers should be removed and cleaned. Mechanical room ducts that are currently lined should be relined or externally insulated.</p> <p>All ducts should be sealed to SMACNA's 2" pressure classification, as a minimum. Main trunk and branch supply ducts outside of the mechanical rooms are un-insulated. These un-insulated duct runs create condensation that drips down onto ceiling tile throughout the Library.</p> <p>Insulating these ducts to reduce heat gain and eliminate the possibility of condensation is highly recommended. The steps outlined above will involve a significant investment as it will involve removal and replacement of many suspended ceiling assemblies.</p> <p>New lay-in type ceilings for the proper servicing of mechanical components is highly recommended. New lay-in ceilings will require new ceiling diffusers. The benefits will be a significant improvement in indoor air quality and comfort.</p>
6.	Retro-Commissioning	\$58,000	Retro-commissioning of the existing HVAC system to original specifications is highly recommended.

**Exhibit C: Planned Maintenance - Complete within 5 Years: (Continued)**

Item	Description	Estimated Cost	Comments <i>(Continued from Previous Page)</i>
			<p>After completion of the duct and coil cleaning and rework described in Item #5, the HVAC systems should be balanced to design air quantities and retro-commissioned to original and/or new specifications. It should be expected that operation in accordance with the original design would increase current operating costs. The current system displays excessive air velocity and noise due to fan speed settings. This causes too much air movement and noise in numerous Library work spaces. The rebalancing and retro-commissioning process should address these issues.</p> <p>The existing duct insulation in the mechanical room duct work is crumbling and clogging air handling baffles. The periodic removal of this hardened surface debris requires intensive time and effort by in-house maintenance staff.</p> <p>There are three (3) toilet exhaust fans and five (5) other general or area exhaust fans. All fans are original to the building and there is nothing to indicate they will not continue to provide good service. It is very common for fans to serve multiple rooms.</p> <p>A thorough cleaning of all ductwork and exhaust fans will significantly improve the ventilation of the existing rooms. All ductwork and exhaust registers should be cleaned as outlined above. The exhaust rates for the individual spaces appears adequate and in compliance with today's code.</p> <p>It should also be noted that currently the building is not operating at recommended ventilation rates and the zone controls are essentially non-functional during the cooling season. The building energy usage average is approximately 140,000 btu/sq. ft./yr. Energy retrofits as outlined above; reduced lighting energy, and improvements to the building envelope could bring energy consumption down 40% +/-.</p>
7.	Humidifiers & AHUs Retro-Commissioning	\$232,000	<p>Retro-commissioning of unit humidifiers and re-insulation of air handling units (AHUs) is recommended. With retro-commissioning these AHUs could be expected to last another 18 to 20 years.</p> <p>The units are in original condition with relatively few maintenance issues over their life. There is a fair amount of corrosion on the cooling main drain pans on AHU 2 &amp; 5. This will be a problem at some point in the near future. The units are equipped with the original dampers, filter assemblies, coils and fans. The units have some holes that should be patched where controls were removed at some point. The unit humidifier is non-functional and not worth repairing. The air handling units have been converted to digital control. Controls on two of the units have a history of not operating properly.</p> <p>The air-handling units should be thoroughly cleaned including all of the coil and fan sections. The units should be relined with a 2" rigid plenum liner with a durable face. After cleaning it may be determined that cooling coil section bottom pans should be assessed for replacement - in particular the pans on AHU 2 &amp; 5.</p>



# **Exhibit C: Planned Maintenance - Complete within 5 Years:** (Continued)

<i>Item</i>	<i>Description</i>	<i>Estimated Cost</i>	<i>Comments</i> (Continued from Previous Page)
			<p>Proper damper operation should be verified. The roll filter assembly should be removed and replaced with 2" MERV 8-rated pleated filters, as a minimum. Conversion to VAV as outlined above would replace the unit motors with high-efficient VFD rated motors speed controlled by variable speed drives. Duct smoke detectors should be added to comply with current code requirements. The condensing unit on AHU-9 has had numerous problems in prior years and should be replaced. Consideration should be given to extending chilled water to this unit as the source of cooling. The units should be retro-commissioned to the original specifications.</p> <p>A summary of recommendations for air-handling units 1-8 are as follows:</p> <ul style="list-style-type: none"> <li>• Thoroughly clean the unit including the fans and coils</li> <li>• Replace the filter section and install a new rack housing (more efficient – 2" pleated filters similar to FARR 30/30)</li> <li>• Re-insulate the interior of the unit with a minimum 1" high-density duct liner</li> <li>• Replace the cooling coil drain pans on the 2 units noted</li> <li>• Install new high-efficiency motors and variable speed drives</li> </ul>
8.	Handicap Accessibility Compliance	\$86k to \$116k	<p>Many non-compliant ADA features exist throughout the facility. Compliance would include: handrails, guardrails, door hardware and doorway clearances, signage, areas of rescue assistance in stairwells, auditorium stage ramp, and plumbing fixtures, bathroom accessories and grab-bar mounting heights.</p> <p>This facility does not comply with many of the current day ADA federal regulation standards for accessible design. The most significant areas of non-compliance include: the toilet room and plumbing fixture clearances (sinks, toilets, urinals, drinking fountains, etc.), grab bars, mounting heights of toilet room accessories, configurations of stairway handrails and guardrails, maneuvering clearances at doorways and corridors, minimum dimensions of elevator cars and control panels, required minimum number of accessible parking stalls, detectable warnings and signage.</p> <p>Unless certain areas are deemed structurally or technically unfeasible to comply with current day standards, it is recommended that the areas mentioned above be brought up to code.</p>
9.	Interior Finishes & Furniture Upgrades	\$87k to \$116k	<p>Many areas of interior finishes and furniture (seating, desks, tables, etc.) are original 1970s vintage. Carpeting, floor tile, ceiling tile and furniture (such as general seating, auditorium seating, stage curtain, computer desks, work desks and tables, kitchen &amp; A/V equipment) are showing age from 40 years of daily use and normal wear and tear.</p> <p>Update Interior Finishes in key areas and upgrade Furniture to enhance functionality, work efficiency, technology integration and appearance. Key areas include: lower level auditorium, public seating, study areas, office areas and conference rooms.</p>

**Exhibit C: Planned Maintenance - Complete within 5 Years: (Continued)**

<b>Item</b>	<b>Description</b>	<b>Estimated Cost</b>	<b>Comments</b>
10.	Acoustical Ceiling Tile (ACT) Replacement	\$140,000	Existing 12x12 spline acoustic ceiling tile contains asbestos, and many tiles are stained and sagged from condensation and water leaks. Many areas are dirty from airborne dust and pollutants, particularly around diffusers. Access above the ceiling is difficult and replacing ceiling tile is often postponed – thus numerous ceiling tiles are missing.  Portions of the facility have already been upgraded to current day 24 x 24 ACT.  Replacement of the remainder of the 12 x 12 spline ACT with current 24 x 24 ACT is recommended. Consideration for asbestos abatement may be necessary.
11.	Auditorium Seats Replacement	\$105,000	Due to normal wear and outdated fabric, replacement of the original 40 year old auditorium seats is recommended.
12.	Parking Lot Repaving	\$70,000	The parking lot has been resurfaced many times and remains a continuing maintenance issue. Removal of existing layers of asphalt and repave with new base and top courses of asphalt over a min 8" compacted gravel fill is recommended.
13.	Branch Breakers Replacement	\$11,000	Replace branch breakers used for lighting control. Recommend providing localized lighting control. Breakers are original and have failed and will continue to fail due to age. New replacement breakers are difficult to find and are expensive. Suitable replacement breakers have been relocated from panels no longer in service.
14.	Transfer Switch Installation	\$23,000	Install additional transfer switch for non-emergency loads. Recommend adding transfer switch to separate emergency loads from back-up power loads.
15.	Flooring Replacements	\$30,000	Periodic replacement of flooring, as necessary. Primarily carpeting in public areas with heavy use. Generally replace every 8-10 years based on wear and condition.
16.	Existing Cooling Tower & Steam Boiler Maintenance	\$7,000	The existing cooling tower and steam boiler have been well maintained. With proper and regular continued maintenance the cooling tower and steam boiler can be expected to last another 7-10 years, or more.
17.	Boilers, Chillers and Pumps Maintenance	\$18,000	The existing boilers, chillers and pumps have been well maintained. With proper and regular continued maintenance boilers, chillers and pumps should have another 20 years of remaining life expectancy.
<b>TOTAL</b>		<b>\$978,200 to \$1,078,200</b>	

# **Exhibit D: Capital Improvements - Complete ROI to Justify Expenditures:**

<i>Item</i>	<i>Description</i>	<i>Estimated Cost</i>	<i>Comments</i>
1.	Interior Lighting Retrofit PARTIALLY COMPLETED by Beyler from BCCL operating budget... 85% - 90% of public areas & approximately 60% of the entire building are complete... Beyler will complete remaining work as part of a building renovation.	\$112,000	The building lighting system incorporates several different technologies. For nearly 70% of the lighting fixtures, 4-foot T12 lamps are used in combination with energy saving ballasts. These lamp and ballast combinations are primarily found in the indirect lighting located between the double tees in the precast concrete structure. These fixtures provide a gentle illumination throughout the facility but utilize more energy than current technology requires. T-12 U tube lamps are utilized in ceiling fixtures in the corridors on the third floor. T8 FO32W lamps are used in the leased area on the third floor. In the second floor office areas and in the first floor primary circulation areas, light fixtures used 1"x1"x1" parabolic louvers that direct the light from the lamps inside the fixtures straight down to the floor without allowing the light to spread out. Directly below one of these parabolic fixtures a light meter reading was recorded at 56 foot candles (fc), while two feet over a reading of only 20 fc was noted.
2.	Stack Area Lighting Upgrade	\$21,000	Provide modifications to stack area lighting. The current lighting layout does not meet recommended lighting levels for a public library stack environment. Lighting levels in the book stack areas on the second floor are lower than industry standards. Horizontal foot candle (fc) measurements are in the range of 4.6 to 22.4 fc in the low ceiling area just west of the staircase. In the higher ceiling area in the northwest corner of the building fc measurements are between 8.9 and 38.7 fc.  Vertical fc range from 1.4 to 3.1 fc at 12 inches above the floor in the low ceiling area and 9.3 to 10.2 fc near the top of the stack. In the higher ceiling area vertical fc measurements are between 3.2 and 5.4 fc at 12 inches above the floor and 16.8 to 18.4 fc near the top of the stack.
3.	Book Unloading Area Lighting Replacement	\$12,000	The lighting levels in the book unloading area are less than desired. Lighting ranging from 68 foot candles (fc) directly beneath the light fixture to below 7 fc along the room edges has been measured. For the work that takes place in this room, lighting levels need to be increased and more consistent throughout the room (typically 35-50 fc).
4.	Exterior Lighting Re-lamping	\$9,000	Exterior lighting measurements were taken around the facility to determine lighting levels. Along the south side of the building, lighting was measured between 0.2 and 0.4 foot candles (fc); 0.1 to 0.4 fc along the walkway on the west side; 0.2 to 5.3 fc along the north side, with levels of 1.1 to 3.4 fc in the parking and drive-up window areas.  Additionally, exterior lighting was measured at 3.4 to 5.1 fc along the northeast corner of the building, 0.0 fc from the middle of the east side of the building to the southeast corner of the property.  The Illuminating Engineering Society of North America (IESNA) recommends between 0.6 to 1.0 fc along walkways and intermediate areas. Further, the IESNA recommends lighting levels in the range of 0.6 to 0.9 fc for a general parking area.

**Exhibit D: Capital Improvements - Complete ROI to Justify Expenditures: (Continued)**

<b>Item</b>	<b>Description</b>	<b>Estimated Cost</b>	<b>Comments</b> <i>(Continued from Previous Page)</i>
			<p>The parking lot lighting is adequate, except for the southeastern corner of the building. Additional lighting should be provided in this area.</p> <p>Trim foliage to allow light from exterior fixtures to better illuminate grounds and provide a greater level of security. There are several trees that prevent lighting from effectively illuminating the area.</p> <p>Replace the lighting technology from mercury vapor lamps and ballasts to a different technology such as induction lighting or LED lighting. Both of these style lamps have a lamp life that may approach 100,000 hours and could provide more illumination to the walkways.</p>
5.	Exterior Lighting Re-lamping	\$23,000	Re-lamp exterior lighting from existing HID to either LED or induction style lamps.
6.	Exterior Doors & Windows Replacement	\$348k to \$376k	<p>Existing exterior doors and windows are likely all original. The vintage early 1970's window glazing is double-pane, with poor insulation values. The low R-values of the existing system are a key contributor to heat loss and gain of the overall exterior envelope.</p> <p>The original glazing system has poor insulating values resulting in low energy efficiency performance, high utility costs and a major factor in high levels of heat loss through the building envelope.</p> <p>Total replacement of the existing exterior windows with a higher performance system is recommended. A higher quality system will have a much higher R-value than existing conditions, as well as a 100% thermally broken metal frame, which will significantly reduce transfer of cold and heat. A higher performance system will also significantly reduce energy costs.</p>
7.	Localized Lighting Control Modifications  COMPLETED By Beyler from BCCL operating budget	\$26,000	<p>Provide localized lighting controls such as occupancy sensors and/or low-voltage lighting controls throughout the building to help conserve energy usage and comply with current energy code.</p> <p>The current lighting control system consists of circuit breakers in the main branch panels for each floor. By turning on each noted breaker, banks of lights come on throughout the main floor space, as well as provide power to the lighting in offices. Currently, either maintenance or security staff are responsible for turning on and off all lighting in the facility. The offices also have local light switches that turn on and off the lighting in these spaces. Only a few locations exist where occupancy sensors turn lighting on and off.</p>
8.	HVAC Control Systems Upgrades	\$35,000	Upgrade HVAC control systems from pneumatic to direct digital control (DDC) and provide appropriate maintenance and Apogee system set points.

**Exhibit D: Capital Improvements - Complete ROI to Justify Expenditures: (Continued)**

<b>Item</b>	<b>Description</b>	<b>Estimated Cost</b>	<b>Comments</b>
9.	System VAV Conversion	\$350k to \$405k	Conversion of existing constant volume system to variable air volume (VAV) system. The third floor lease space VAV system should be reactivated and re-commissioned. The variable volume component is currently not functioning as originally designed.
10.	Garage Exhaust and Make-Up air Installation	\$15,000	The garage is currently heated with a hot water unit heater. There is no exhaust or make-up air in this space. Exhaust and make-up air should be added to the garage to eliminate the migration of engine fumes into the building and to comply with current code.
11.	Plumbing Fixtures & Accessories Upgrades	\$70k to \$93k	Update and upgrade existing plumbing fixtures (sinks, toilets, urinals, drinking fountains, etc.) as necessary based on usage and condition. Recommend installation of modern water efficient fixture to reduce water consumption.
12.	Fire Suppression System	\$350,000	The existing building does not have a fire suppression system and is therefore recommended.
13.	Exterior Wall Insulation	\$202,000	Overall building envelope is poorly insulated resulting in high energy costs. R-values of exterior walls can be improved with additional insulation. Existing insulation is less than 1" or none in some wall cavities. Recommend installation of a min. 2" rigid insulation.
<b>TOTAL</b>		<b>\$1,573,000 to \$1,679,000</b>	

**No. 9 --           STANDING COMMITTEE REPORTS:**

**No. 9a --           REPORT OF ADMINISTRATION COMMITTEE OF OCTOBER 22, 2015 (NON-BUDGET ITEMS)**

TO THE MEMBERS OF THE BROWN  
COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

The ADMINISTRATION COMMITTEE met in regular session on October 22, 2015 and recommends the following motions:

*Note: Items 1-10 were handled under the budget portion – Item 12a.*

11. Review Minutes of:
  - a. Housing Authority (August 17, September 21 & September 25, 2015). To approve as amended.
12. Resolution re: Establishing the Salaries of Certain Elective Officials. To support the proposal for the 4 year terms of the Clerk, Register of Deeds, and Treasurer to be set at \$73,700 for 2017, \$75,700 for 2018, \$77,214 for 2019 and \$78,758 for 2020 which represents bringing them in line with the Clerk of Courts and giving a 2% increase in 2019 & 2020. See Resolutions, Ordinances November County Board.
13. Corporation Counsel - Budget Status Financial Report for September, 2015. See *Item 27.*
14. Corporation Counsel - Director's Report. See *Item 27.*
15. Treasurer - Budget Status Financial Report for September, 2015. Receive and place on file.
16. Treasurer's Report:
  - a. Discussion/Action regarding 2016 LTE (Tax Collection Help) Hourly Rate of Pay in the Treasurer's Office (no Budget Impact). Receive and place on file.
  - b. Update on change in Courier Services vendor for Brown County Treasurer. Receive and place on file.
  - c. Discussion/Action regarding writing off Outstanding Checks to the Unclaimed Funds Account. That the funds be transferred to the Unclaimed Funds Liability account.
  - d. Discussion/Action on direction from the Administration Committee regarding Parcel M-147 (Morrison Manor House) at 3195 Mill Road in Town of Morrison. To hold for 30 days.
17. Child Support - Departmental Openings Summary. See *Item 18.*
18. Child Support - Director's Report. Receive and place on file Items 17 & 18.
19. Administration Budget Status Financial Report for August, 2015. See *Item 27.*
20. Dept. of Admin - 2015 Budget Adjustment Log. See *Item 27.*
21. Dept. of Admin - Director's Report. See *Item 27.*
22. Human Resources - Budget Status Financial Report for August, 2015. See *Item 27.*
23. Human Resources - Activity Report for September, 2015. See *Item 27.*
24. Human Resources - Departmental Openings Summary. See *Item 27.*
25. Human Resources - Director's Report. See *Item 27.*
26. Technology Services - Discussion re: Portable Computing Proposal September, 2015. Receive and place on file.
27. Technology Services - Director's Report.

- i. To suspend the rules to take Items 13-14, 19-25 & 27 together.
  - ii. To approve Items 13-14, 19-25 & 27 together.
28. Audit of bills. To pay the bills.

A motion was made by Supervisor Schadewald and seconded by Supervisor Jamir “to adopt”. Voice vote taken. Motion carried unanimously with no abstentions.

**No. 9b -- REPORT OF EDUCATION AND RECREATION COMMITTEE** – Non-budget items went to October 21, 2015 County Board Meeting.

**No. 9c -- REPORT OF EXECUTIVE COMMITTEE OF OCTOBER 26, 2015 (NON-BUDGET ITEMS)**

TO THE MEMBERS OF THE BROWN  
COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

The EXECUTIVE COMMITTEE met in regular session on October 26, 2015 and recommends the following motions:

*Note: Items 2-14 were handled under the budget portion – Item 12c.*

1. Treasurer - ACTION - Review and approval or rejection of offers for tax deed properties:  
Interested Municipality = Village of Hobart  
Parcel HB-679-3      4229 N. Pine Tree Road Hobart      Lot and  
Home. To approve the sale of Parcel HB-679-3 to the Village of Hobart in the amount of \$14,204.15.
15. Communication from Supervisor Erickson re: Starting in 2016, all new hires would not be eligible for the standard January (2017) all-inclusive raise or December bonus in 2017 until they have been employed by Brown County for 6 months and then raises or bonuses could be applied. *Referred from October County Board. Receive and place on file.*
16. Communication from Vice Chair Lund: Allow retired employees the opportunity to pay from their long-term sick pay fund insurance premiums paid to another source other than Brown County insurance coverage. *Referred from October County Board. To refer to Administration.*
17. County Executive Report. *No report, no action.*
18. Internal Auditor Report. Receive and place on file.
  - a) Board of Supervisors and Veterans' Recognition Subcommittee Budget Status Financial Report for September, 2015. Receive and place on file.
19. Human Resources Report. *No report, no action.*
20. Revised Ordinance to Amend the Grievance Procedure adding a just cause standard. To hold until December's meeting. Motion Carried 5 to 1. See Resolutions, Ordinances November County Board.
21. Ordinance Creating Sections 4.15 of Chapter 4 of the Brown County Code Entitled “Benefits Advisory Committee.” To approve as amended by striking Executive Committee and adding the word Administration in its place. See Resolutions, Ordinances November County Board.

A motion was made by Supervisor Van Dyck and seconded by Vice Chair Lund **“to adopt”**.  
Voice vote taken. Motion carried unanimously with no abstentions.

**No. 9d -- REPORT OF HUMAN SERVICES COMMITTEE ON OCTOBER 20, 2015 (NON-BUDGET ITEMS)**

TO THE MEMBERS OF THE BROWN  
COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

The HUMAN SERVICES COMMITTEE met in regular session on October 20, 2015 and recommends the following motions:

1. Review Minutes of:
  - a) Aging & Disability Resource Center Board of Directors (August 27, 2015).
  - b) Human Services Board (September 10 & October 8, 2015).
  - c) Veterans' Recognition Subcommittee (August 18 & September 15, 2015).
  - d) Ad Hoc Mental Health Treatment Committee (September 24, 2015).
    - i. To suspend the rules to take Items 1a-d.
    - ii. To approve Items 1a-d.
2. Hum Svc Dept. - Resolution re: Helping families move from homelessness to self-sufficiency. *Supervisor Robinson asked that Item 2 be removed from the agenda.*
3. Hum Svc Dept. - Budget Adjustment Request (15-57): Any increase in expenses with an offsetting increase in revenue. To approve.
4. Hum Svc Dept. - Executive Director's Report. Receive and place on file.
5. Hum Svc Dept. - Resolution Authorizing Human Services to Request Waiver for Increased Service Provider Audit Threshold. To approve. *This item was taken up at the October 21<sup>st</sup> County Board meeting. No further action necessary.*
6. Hum Svc Dept. - Financial Report for Community Treatment Center and Community Programs. Receive and place on file.
7. Hum Svc Dept. - Statistical Reports.
  - a) CTC Staff – Double Shifts Worked. *See Item 7e.*
  - b) Monthly CTC Data – Bay Haven Crisis Diversion/Nicolet Psychiatric Hospital. *See Item 7e.*
  - c) Monthly Inpatient Data – Bellin Psychiatric Center. *See Item 7e.*
  - d) Child Protection – Child Abuse/Neglect Report. *See Item 7e.*
  - e) Monthly Contract Update.
    - i. To suspend the rules to take Items 7a-e.
    - ii. Receive and place on file Items 7a-e.
8. Hum Svc Dept. - Request for New Non-Continuous Vendor. To approve.
9. Teen Parent Third Quarter Outcome Report, Catholic Charities – Informational. To approve.
- 9a. ~~Ad Hoc Mental Health Treatment Committee Report. To appropriate \$1,150,000 for the Transitional Residential Treatment service for \$300,000, the Mobile Crisis for \$200,000, and the Detoxification Services for \$300,000 and the Day Report Center for \$350,000 to the Special Revenue Fund.~~

***\*\*9a moved from the non-budget Human Services Committee Report to the Human Services Committee Budget Report per the Brown County Board on 11/04/15.***



A motion was made by Supervisor Robinson and seconded by Supervisor Evans **“to adopt”**. Supervisor Robinson requested item #9a be taken separately. Voice vote taken on remainder of report. Motion carried unanimously with no abstentions.

Item #9a -- Ad Hoc Mental Health Treatment Committee Report.

A motion was made by Supervisor Robinson and seconded by Supervisor Zima **“to move item #9d9a (Mental Health Appropriations) to be included under the Human Services Committee portion of the budget”**. Voice vote taken. Motion carried unanimously with no abstentions.

**No. 9e -- REPORT OF PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE OF OCTOBER 19, 2015 (NON-BUDGET ITEMS)**

TO THE MEMBERS OF THE BROWN  
COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

The PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE met in regular session on October 19, 2015 and recommends the following motions:

*Note: Items 2-7 were handled under the budget portion – Item 12e.*

8. Communication from Supervisor Lund re: To look at parking on Velp Avenue, County Highway HS south of Riverside Drive in the Village of Suamico, WI. To hold until the November meeting.
9. Register of Deeds - Budget Status Financial Report for September, 2015. *See Item 11.*
10. Register of Deeds - Brown County Land Information Seminar. *See Item 11.*
11. Planning Commission - Update regarding development of the Brown County Farm Property – standing item. To hold Items 9, 10 and 11 until the November meeting.
12. Airport - Departmental Openings Summary. Receive and place on file.
13. Airport - Director's Report. Receive and place on file.
14. UW Ext - Budget Status Financial Report for September, 2015. Receive and place on file.
15. UW Ext - Director's Report. Receive and place on file.
16. Public Works - Ordinance Amending Schedule A of the Brown County Code Entitled “Speed Limits”. To approve. Motion Carried 4 to 1. See Resolutions, Ordinances November County Board.
17. Public Works - Resolution to Authorize the Uses of Bonded and Levied Funds for Library Renovations. To approve the resolution as written. Motion Carried 5 to 1. *This item was taken up at the October 21<sup>st</sup> County Board meeting. No further action necessary.*
18. Public Works - Summary of Operations. Receive and place on file.
19. Public Works - Director's Report. Receive and place on file.
20. Port and Resource Recovery – Port & Resource Recovery Budget Status Financial Reports for September, 2015. Receive and place on file.
21. Open Session: Discussion and possible action regarding the purchase and negotiations for property involving a future consolidated Highway Department site. Enter into closed session.
22. Closed Session: Notice is hereby given that the governmental body will adjourn into a closed session during the meeting for discussion and possible action as to negotiations and

bargaining for the purchase of property for a future consolidated Highway Department site. Closed session is authorized pursuant to Wisconsin Statutes Section §19.85 (1)(e) deliberating or negotiating the purchase of public properties, the investing of public funds or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

23. Reconvene in Open Session: Discussion and possible action regarding the purchase and negotiations for property involving a future consolidated Highway Department site. Return to regular order of business.
24. Audit of bills. *No action taken.*

A motion was made by Supervisor Erickson and seconded by Supervisor Sieber “to adopt”. Voice vote taken. Motion carried unanimously with no abstentions.

**No. 9ei -- REPORT OF LAND CONSERVATION SUBCOMMITTEE OF OCTOBER 19, 2015 (NON-BUDGET ITEMS)**

TO THE MEMBERS OF THE BROWN  
COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

The LAND CONSERVATION SUBCOMMITTEE met in regular session on October 19, 2015 and recommends the following motions:

*Note: Item 1 was handled under the budget portion – Item 12ei.*

2. Open Positions Report. Receive and place on file.
3. Variance Request by Diederich Farm LLC to build an Animal Waste Storage facility within 250ft of an adjoining property line. To approve.
4. Directors Report. Receive and place on file.

A motion was made by Supervisor Dantine and seconded by Supervisor Landwehr “to adopt”. Voice vote taken. Motion carried unanimously with no abstentions.

**No. 9f -- REPORT OF PUBLIC SAFETY COMMITTEE – Non-Budget Items Went to October 21, 2015 County Board Meeting.**

**No. 10 -- Resolutions, Ordinances**

**No. 10a -- RESOLUTION APPROVING BUDGET ADJUSTMENTS TO VARIOUS DEPARTMENT BUDGETS**

TO THE HONORABLE CHAIRMAN AND MEMBERS  
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

**WHEREAS**, within the past 30 days departments have submitted the following adjustments to their departmental budgets that, per Wisconsin State Statutes, require approval by a 2/3 vote of the full County Board:

- 15-57 Huma n Srvs Additional funds were awarded by the state to be claimed through expense reporting for the CST program in the amount of \$8,664. When the budget was prepared, the 2014 funding of \$62,123 was used – the actual 2015 contract came in at \$60,000 therefore this adjustment will increase the funding by \$6,541. Result is an actual adjusted state contract of \$68,664.  
Amount: \$6,541
- 15-67 NEW Zoo The NEW Zoo incurred significant storm damage to the grounds. This budget adjustment is for the cleanup costs, fence repair and the insurance proceeds. The insurance deductible is to be funded by the Casualty Insurance Fund.  
Amount: \$16,585

and,

**WHEREAS**, these budget adjustments are necessary to ensure activities are appropriated and accounted for properly.

**NOW, THEREFORE, BE IT RESOLVED**, that the Brown County Board of Supervisors hereby approves the above listed budget adjustments.

Respectfully submitted,

HUMAN SERVICES COMMITTEE  
EDUCATION & RECREATION  
COMMITTEE

Authored by Administration

Approved as to form by Corporation Counsel

*Fiscal Note: The fiscal impact is as described in each individual budget adjustment listed above.*

A motion was made by Supervisor Hoyer and seconded by Supervisor La Violette **“to adopt”**.  
Voice vote taken. Motion carried unanimously with no abstentions.

Approved by: /s/ Troy Streckenbach Date: 11/13/2015

**ATTACHMENTS TO RESOLUTION #10A**  
**ON THE FOLLOWING PAGES**

# 2015 BUDGET ADJUSTMENT REQUEST

15-57

## Category

## Approval Level

- |  |   |
|--|---|
| <input type="checkbox"/> 1 Reallocation from one account to another in the same level of appropriation   | Dept Head   |
| <input type="checkbox"/> 2 Reallocation due to a technical correction that could include:  | Director of Admin                                     |
| • Reallocation to another account strictly for tracking or accounting purposes   |   |
| • Allocation of budgeted prior year grant not completed in the prior year  |   |
| <input type="checkbox"/> 3 Any change in any item within the Outlay account which does not require the reallocation of funds from another level of appropriation                             | County Exec   |
| <input type="checkbox"/> 4 Any change in appropriation from an official action taken by the County Board (i.e. resolution, ordinance change, etc.)   | County Exec   |
| <input type="checkbox"/> 5 a) Reallocation of <u>up to 10%</u> of the originally appropriated funds between any levels of appropriation (based on lesser of originally appropriated amounts) | Admin Committee                                       |
| <input type="checkbox"/> 5 b) Reallocation of <u>more than 10%</u> of the funds original appropriated between any of the levels of appropriation.  | Oversight Comm<br>2/3 County Board                    |
| <input type="checkbox"/> 6 Reallocation between two or more departments, regardless of amount  | Oversight Comm<br>2/3 County Board                    |
| <input checked="" type="checkbox"/> 7 Any increase in expenses with an offsetting increase in revenue  | <b>Oversight Comm<br/>2/3 County Board</b>            |
| <input type="checkbox"/> 8 Any allocation from a department's fund balance   | Oversight Comm<br>2/3 County Board                    |
| <input type="checkbox"/> 9 Any allocation from the County's General Fund   | Oversight Comm<br>Admin Committee<br>2/3 County Board |

## Justification for Budget Change:

Additional Funds were awarded by the state to be claimed through expense reporting for the CST program in the amount of \$8664. When the budget was prepared, the 2014 funding of \$62,123 was used – the actual 2015 Contract came in at \$80,000, therefore this adjustment will increase the funding by \$6,541. Result is reflection at actual adjusted state contract of \$68,664

Amount: \$6,541

No levy impact

Increase	Decrease	Account #	Account Title	Amount
<input checked="" type="checkbox"/>	<input type="checkbox"/>	201.076.140.141.4302.081027	State grant and aid revenue CST Grant	\$6,541
<input checked="" type="checkbox"/>	<input type="checkbox"/>	201.076.140.141.7000.CST	Purchased Services – CST	\$6,541
<input type="checkbox"/>	<input type="checkbox"/>			
<input type="checkbox"/>	<input type="checkbox"/>			

ELR

Signature of Department Head

Department: Human Services

Date: 9-11-15

## AUTHORIZATIONS

*[Signature]*

Signature of DOA or Executive

Date: 9/28/15

Revised 4/1/14

10a

# BUDGET ADJUSTMENT REQUEST

15-67

## Category

## Approval Level

- |   |   |
|---|---|
| <input type="checkbox"/> 1 Reallocation from one account to another in the same level of appropriation  | Dept Head   |
| <input type="checkbox"/> 2 Reallocation due to a technical correction that could include: <ul style="list-style-type: none"> <li>• Reallocation to another account strictly for tracking or accounting purposes</li> <li>• Allocation of budgeted prior year grant not completed in the prior year</li> </ul> | Director of Admin                                     |
| <input type="checkbox"/> 3 Any change in any item within the Outlay account which does not require the reallocation of funds from another level of appropriation  | County Exec   |
| <input type="checkbox"/> 4 Any change in appropriation from an official action taken by the County Board (i.e. resolution, ordinance change, etc.)  | County Exec   |
| <input type="checkbox"/> 5 a) Reallocation of <u>up to 10%</u> of the originally appropriated funds between any levels of appropriation (based on lesser of originally appropriated amounts)  | Admin Committee                                       |
| b) Reallocation of <u>more than 10%</u> of the funds original appropriated between any of the levels of appropriation   | Oversight Comm<br>2/3 County Board                    |
| <input type="checkbox"/> 6 Reallocation between two or more departments, regardless of amount   | Oversight Comm<br>2/3 County Board                    |
| <input checked="" type="checkbox"/> 7 Any increase in expenses with an offsetting increase in revenue   | Oversight Comm<br>2/3 County Board                    |
| <input type="checkbox"/> 8 Any allocation from a department's fund balance  | Oversight Comm<br>2/3 County Board                    |
| <input type="checkbox"/> 9 Any allocation from the County's General Fund  | Oversight Comm<br>Admin Committee<br>2/3 County Board |

## Justification for Budget Change:

The NEW Zoo incurred significant storm damage to the grounds. This budget adjustment is for the clean-up costs, fence repair, and the insurance proceeds. The insurance deductible is to be funded by the Casualty Insurance Fund.

Budget Impact: \$16,585

Increase	Decrease	Account #	Account Title	Amount
<input checked="" type="checkbox"/>	<input type="checkbox"/>	640.057.256.4950	Zoo-Insurance Proceeds	11,585
<input checked="" type="checkbox"/>	<input type="checkbox"/>	640.057.256.9002	Zoo-Transfer In	5,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	640.057.256.5307.400	Zoo-R&M Grounds	16,585
<input checked="" type="checkbox"/>	<input type="checkbox"/>	751.064.304.9003	Casualty Insurance-Transfer Out	5,000
<input type="checkbox"/>	<input checked="" type="checkbox"/>	751.064.034.5410.900	Casualty Insurance Deductible	5,000

## AUTHORIZATIONS

  
Signature of Department Head

Department: NEW Zoo  
Date: 10/12/15

  
Signature of COO or Executive

Date: 10/14/15

Revised 4/1/14

10a

**Administration Committee and Executive Committee**

**No. 10b -- RESOLUTION ESTABLISHING THE SALARIES OF CERTAIN ELECTIVE OFFICIALS.**

TO THE HONORABLE CHAIRMAN AND MEMBERS  
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

**WHEREAS**, Section 59.22, Wis. Stats., requires that compensation for certain elective County officials be established by the Brown County Board of Supervisors before the earliest time for filing nomination papers for such elective offices; and,

**WHEREAS**, the Brown County Board of Supervisors in compliance with State law desires to set the compensation for the County Clerk, County Treasurer and Register of Deeds.

**NOW, THEREFORE, BE IT RESOLVED** that the Brown County Board of Supervisors does hereby establish the total annual compensation for the enumerated elective officials, effective the first day of a term of office that begins after the date this resolution is adopted as follows:

Year	County Clerk	Register of Deeds	Treasurer
2016 (Rate approved by resolution on 3/21/12.)	\$69,000	\$69,000	\$69,000
2017	\$70,380 *\$73,700	\$70,380 *\$73,700	\$70,380 *\$73,700
2018	\$71,788 *\$75,700	\$71,788 *\$75,700	\$71,788 *\$75,700
2019	\$73,224 *\$75,700	\$73,224 *\$75,700	\$73,224 *\$75,700
2020	\$74,688 *\$75,700	\$74,688 *\$75,700	\$74,688 *\$75,700

**BE IT FURTHER RESOLVED** that each elective official is entitled to participate in the Wisconsin Retirement System ("WRS") as authorized by law. Each elective official is required to pay their share of the total WRS required contribution. Brown County will pay only its share of the total required WRS contribution. It is expressly recognized that these shares may change, when the required WRS rate is adjusted, as authorized by law. These contributions will be pre-tax.

**BE IT FURTHER RESOLVED** that each elective official is conditionally eligible for, and may elect to receive, health insurance through Brown County's group health insurance plan. This eligibility for health insurance coverage is expressly subject to the same terms and conditions (e.g., premium contribution, deductibles, co-pays, etc.) as full-time, non-represented employees of Brown County.

**BE IT FURTHER RESOLVED** that each elective official is eligible for, and may elect to participate in, the fringe benefit package provided to full-time, non-represented employees of

Brown County. Such eligibility and participation is subject to the same terms and conditions as the full-time, non-represented employees of Brown County.

Respectfully submitted,

ADMINISTRATION COMMITTEE  
EXECUTIVE COMMITTEE

*\*As amended, per County Board Meeting, November 4, 2015.*

Authored by Human Resources  
Approved as to form by Corporation Counsel

*Fiscal Note:* This resolution has no fiscal impact on the 2016 Budget. It sets a yearly increase of 2% for the County Clerk, Register of Deeds and Treasurer during the next term of office.

A motion was made by Supervisor La Violette and seconded by Supervisor Katers **“to adopt”**. Supervisor Nicholson asked Vice Chair Lund for a brief overview of this resolution.

Following discussion, a motion was made by Supervisor Sieber and seconded by Supervisor Campbell **“to hold until January, 2016 County Board meeting”**. Voice vote was taken. Opinion of the Chair, the Nays have it. Motion failed.

Following, a motion was made by Supervisor Zima and seconded by Supervisor Evans **“to amend to \$1250 per year for each of the 4 years in question of their terms”**. Roll call vote was taken.

Ayes: Sieber, De Wane, Hoyer, Gruszynski, Haefs, Erickson, Zima, Evans, Dantine, Katers, Lund

Nayes: Nicholson, Kaye, Buckley, Landwehr, La Violette, Kaster, Van Dyck, Jamir, Robinson, Clancy, Campbell, Moynihan, Blom, Schadewald, Fewell

Total Ayes: 11                      Total Nayes: 15

Motion failed.

Following, a motion was made by Supervisor Schadewald and seconded by Supervisor Fewell **“to raise each of the three salaries to \$73,700 for 2017, \$75,700 for 2018, \$76,950 for 2019 and \$78,200 for 2020”**. Roll call vote taken.

Ayes: Buckley, Landwehr, La Violette, Clancy, Moynihan, Blom, Schadewald

Nayes: Sieber, De Wane, Nicholson, Hoyer, Gruszynski, Haefs, Erickson, Zima, Evans, Kaye, Dantine, Katers, Kaster, Van Dyck, Jamir, Robinson, Campbell, Lund, Fewell

Total Ayes: 7                      Total Nayes: 19

Motion failed.

Following, a motion was made by Vice Chair Lund and seconded by Supervisor Schadewald **“to make salaries of Clerk, Register of Deeds and Treasurer \$73,700 in 2017, \$75,700 in 2018, \$76,457 in 2019 and \$77,221.57 in 2020”**. Roll call vote taken.

Ayes: Hoyer, Kaye, Buckley, Landwehr, La Violette, Clancy, Campbell, Moynihan, Blom, Schadewald, Lund, Fewell

Nayes: Sieber, De Wane, Nicholson, Gruszynski, Haefs, Erickson, Zima, Evans, Dantine, Katers, Kaster, Van Dyck, Jamir, Robinson

Total Ayes: 12                      Total Nayes: 14

Motion failed.

Following, a motion was made by Supervisor Fewell and seconded by Supervisor Campbell **“to hold resolution until February, 2016 County Board meeting”**. Roll call vote taken.

Ayes: Sieber, De Wane, Zima, La Violette, Katers, Robinson, Campbell, Fewell

Nayes: Nicholson, Hoyer, Gruszynski, Haefs, Erickson, Evans, Kaye, Buckley, Landwehr, Dantine, Kaster, Van Dyck, Jamir, Clancy, Moynihan, Blom, Schadewald, Lund

Total Ayes: 8                      Total Nayes: 18

Motion failed.

Following, a motion was made by Supervisor Nicholson and seconded by Supervisor Evans **“to keep the salaries the same with no increase in salary for the Clerk, Register of Deeds and Treasurer”**. Roll call vote taken.

Ayes: Nicholson, Zima, Evans, Kaster

Nayes: Sieber, De Wane, Hoyer, Gruszynski, Haefs, Erickson, Kaye, Buckley, Landwehr, Dantine, La Violette, Katers, Van Dyck, Jamir, Robinson, Clancy, Campbell, Moynihan, Blom, Schadewald, Lund, Fewell

Total Ayes: 4                      Total Nayes: 22

Motion failed.

Following, a motion was made by Vice Chair Lund and seconded by Supervisor Katers **“establishing the salary of certain Elective Officials, Clerk, Register of Deeds and Treasurer, 2017 \$73,700, 2018 \$75,700, 2019 \$75,700, 2020 \$75,700”**. Roll call vote taken.

Ayes: Hoyer, Kaye, Buckley, Landwehr, La Violette, Katers, Jamir, Robinson, Clancy, Moynihan, Blom, Schadewald, Lund, Fewell

Nayes: Sieber, De Wane, Nicholson, Gruszynski, Haefs, Erickson, Zima, Evans, Dantine, Kaster, Van Dyck, Campbell

Total Ayes: 14                      Total Nayes: 12



Motion carried.

Approved By: /s/ Troy Streckenbach Date: 11/13/2015

**ATTACHMENTS TO RESOLUTION #10B**  
**ON THE FOLLOWING PAGES**

HUMAN RESOURCES DEPARTMENT

*Brown County*

305 E. WALNUT STREET  
P.O. BOX 23600  
GREEN BAY, WI 54305-3600



WARREN P. KRAFT

PHONE (920) 448-4071 FAX (920) 448-6277 WEB: [www.co.brown.wi.us](http://www.co.brown.wi.us)

HUMAN RESOURCES DIRECTOR

**RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD**

**DATE:** October 6, 2015  
**REQUEST TO:** Executive Committee  
**MEETING DATE:** October 26, 2015  
**REQUEST FROM:** Warren Kraft  
Human Resources Director

**REQUEST TYPE:** ☒ New resolution ☐ Revision to resolution  
☐ New ordinance ☐ Revision to ordinance

**TITLE:** Resolution Regarding Establishing the Salaries of Certain Elective Officials

**ISSUE/BACKGROUND INFORMATION:**

Wisconsin statute requires that compensation for certain elective County officials be established by the Brown County Board of Supervisors before the earliest time for filing nomination papers for such elective offices.

**ACTION REQUESTED:**

Establish the 2017 - 2020 salaries for the following elective officials: County Clerk, Register of Deeds, Treasurer

**FISCAL IMPACT:**

**NOTE:** This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☒ Yes ☐ No
  - a. If yes, what is the amount of the impact? To be determined in the 2017-2020 budgets.
  - b. If part of a bigger project, what is the total amount of the project? \$ \_\_\_\_\_
  - c. Is it currently budgeted? ☐ Yes ☒ No
    1. If yes, in which account? \_\_\_\_\_
    2. If no, how will the impact be funded? Will be budgeted for in 2017-2020.

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

106

# Brown County Constitutional Officers Salary History

	Register of Deeds	% Chg.	County Clerk	% Chg.	Treasurer	% Chg.	Clerk of Courts	% Chg.
2004	\$ 61,549.00	0.00%	\$ 61,549.00	0.00%	\$ 67,307.00	0.00%	\$ 70,187.00	0.00%
2005	\$ 57,000.00	-7.39%	\$ 57,000.00	-7.39%	\$ 57,000.00	-15.31%	\$ 57,000.00	-18.79%
2006	\$ 57,000.00	0.00%	\$ 57,000.00	0.00%	\$ 57,000.00	0.00%	\$ 57,000.00	0.00%
2007	\$ 61,000.00	7.02%	\$ 61,000.00	7.02%	\$ 61,000.00	7.02%	\$ 61,000.00	7.02%
2008	\$ 62,900.00	3.11%	\$ 62,900.00	3.11%	\$ 62,900.00	3.11%	\$ 62,900.00	3.11%
2009	\$ 64,100.00	1.91%	\$ 64,100.00	1.91%	\$ 64,100.00	1.91%	\$ 64,800.00	3.02%
2010	\$ 65,300.00	1.87%	\$ 65,300.00	1.87%	\$ 65,300.00	1.87%	\$ 66,700.00	2.93%
2011	\$ 66,500.00	1.84%	\$ 66,500.00	1.84%	\$ 66,500.00	1.84%	\$ 66,500.00	-0.30%
2012	\$ 67,700.00	1.80%	\$ 67,700.00	1.80%	\$ 67,700.00	1.80%	\$ 67,700.00	1.80%
2013	\$ 69,000.00	1.92%	\$ 69,000.00	1.92%	\$ 69,000.00	1.92%	\$ 67,700.00	0.00%
2014	\$ 69,000.00	0.00%	\$ 69,000.00	0.00%	\$ 69,000.00	0.00%	\$ 67,700.00	0.00%
2015	\$ 69,000.00	0.00%	\$ 69,000.00	0.00%	\$ 69,000.00	0.00%	\$ 69,700.00	2.95%
2016	\$ 69,000.00	0.00%	\$ 69,000.00	0.00%	\$ 69,000.00	0.00%	\$ 71,700.00	2.87%
2017	\$ 73,700.00	6.81%	\$ 73,700.00	6.81%	\$ 73,700.00	6.81%	\$ 73,700.00	2.79%
2018	\$ 75,700.00	2.71%	\$ 75,700.00	2.71%	\$ 75,700.00	2.71%	\$ 75,700.00	2.71%
2019	\$ 77,214.00	2.00%	\$ 77,214.00	2.00%	\$ 77,214.00	2.00%	\$ 77,214.00	2.00%
2020	\$ 78,758.00	2.00%	\$ 78,758.00	2.00%	\$ 78,758.00	2.00%	\$ 78,758.00	2.00%
	Fall Ballot - 2 yr. Term			Presidential Ballot - 4 yr. term			Governor's Ballot - 4 yr. term	
	Years that all four officers had the same salary.							
	County Board needs to set salaries. Our preference is for Clerk of Courts, County Clerk, Register of Deeds, and Treasurers salaries to be consistently set at the same level. Amounts shown were approved at Admin. and Exec. Committees.							

Cross-reference: See s. 59.38 (3) for provision for a bond by the medical examiner.

**59.22 Compensation, fees, salaries and traveling expenses of officials and employees.**

**(1) ELECTIVE OFFICIALS.**

**(a)**

1. The board shall, before the earliest time for filing nomination papers for any elective office to be voted on in the county, other than supervisors and circuit judges, which officer is paid in whole or part from the county treasury, establish the total annual compensation for services to be paid to the officer exclusive of reimbursements for expenses out-of-pocket provided for in sub. (3). Except as provided in subd. 2., the annual compensation may be established by resolution or ordinance, on a basis of straight salary, fees, or part salary and part fees, and if the compensation established is a salary, or part salary and part fees, it shall be in lieu of all fees, including per diem and other forms of compensation for services rendered, except those specifically reserved to the officer in the resolution or ordinance. The compensation established shall not be increased nor diminished during the officer's term and shall remain for ensuing terms unless changed by the board. Court fees shall not be used for compensation for county officers.

## **Executive Committee**

No. 10c -- **ORDINANCE AMENDING SECTIONS 4.93 OF CHAPTER 4 OF THE BROWN COUNTY CODE ENTITLED "GRIEVANCE PROCEDURE".**

THE BROWN COUNTY BOARD OF SUPERVISORS DOES ORDAIN AS FOLLOWS:

Section 1 - Sections 4.93 of Chapter 4 of the Brown County Code regarding the Grievance Procedure is amended to include a Just Cause Standard of review as follows:

### **4.93 THE POWERS AND RESPONSE OF THE IMPARTIAL HEARING OFFICER.**

Written Decision: After reviewing the evidence and closing the hearing, the Impartial Hearing Officer shall issue a written recommendation. The Impartial Hearing Officer may request oral or written arguments and replies. The recommendation shall contain findings of fact, analysis and a recommendation. The Impartial Hearing Officer must answer the following question: Based on the preponderance of the evidence presented, has the Grievant proven the decision of the Administration was ~~arbitrary or capricious?~~ **without just cause. Just cause is defined as follows: progressive discipline process such as a verbal warning and/or written warning, suspension and/or termination, or automatic suspension or termination if the situation is warranted.**

Section 2 - This ordinance shall become effective upon passage and publication.

Respectfully submitted,

---

EXECUTIVE COMMITTEE

Drafted by Corporation Counsel

Final Draft Approved by Corporation Counsel

*Fiscal Impact: This ordinance does not have a fiscal impact; therefore it does not require an appropriation from the General Fund.*

A motion was made by Vice Chair Lund and seconded by Supervisor Kaye **"to hold until December"**. Voice vote taken. Motion carried unanimously with no abstentions.

**ATTACHMENT TO ORDINANCE #10C**  
**ON THE FOLLOWING PAGE**

CORPORATION COUNSEL OFFICE

*Brown County*

305 E. Walnut Street, Suite 680  
P.O. Box 23600  
Green Bay, WI 54305-3600

Juliana M. Ruenzel  
Corporation Counsel

PHONE (920) 448-4006  
FAX (920) 448-4003  
ruenzel\_jm@co.brown.wi.us

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

**DATE:** November 4, 2015

**REQUEST TO:** Brown County Board of Supervisors

**MEETING DATE:** November 4, 2015

**REQUEST FROM:** Executive Committee

**REQUEST TYPE:** ☐ New resolution ☐ Revision to resolution  
☐ New ordinance ☒ Revision to ordinance

**TITLE:** An Ordinance to Amend Section 4.93, of the County's employee Grievance Procedure under the Brown County Code Section entitled "The Powers and Response of the Impartial Hearing Officer".

**ISSUE/BACKGROUND INFORMATION:**

This ordinance is amended to create a just cause standard under the employee grievance procedure.

**ACTION REQUESTED:**

The Executive Committee requests approval from the County Board on this amended ordinance.

**FISCAL IMPACT:**

1. Is there a fiscal impact? ☐ Yes ☒ No
- a. If yes, what is the amount of the impact? \$ \_\_\_\_\_
- b. If part of a bigger project, what is the total amount of the project? \$ \_\_\_\_\_
- c. Is it currently budgeted? ☐ Yes ☒ No
1. If yes, in which account? \_\_\_\_\_
2. If no, how will the impact be funded? \_\_\_\_\_

☒ COPY OF RESOLUTION OR ORDINANCE IS ATTACHED

100

**No. 10d -- ORDINANCE CREATING SECTIONS 4.15 OF CHAPTER 4 OF THE BROWN COUNTY CODE ENTITLED "BENEFITS ADVISORY COMMITTEE".**

THE BROWN COUNTY BOARD OF SUPERVISORS DOES ORDAIN AS FOLLOWS:

Section 1 - Sections 4.15 of Chapter 4 of the Brown County Code is created to read as follows:

**4.15 BENEFITS ADVISORY COMMITTEE.** The Brown County Benefits Advisory Committee is hereby created to provide a forum for employees to present ideas and assist in the formulation of employee benefits, and to make recommendations to the Executive Committee.

- (1) The Benefits Advisory Committee shall receive no compensation, and each employee shall receive their supervisor's approval prior to serving on the board.
- (2) The Benefits Advisory Committee shall consist of the following members:
  - a. One Constitutional Officer
  - b. One Department Head, not Human Resources
  - c. One County Board Supervisor
  - d. One representative from the County's Third Party Administrator
  - e. One Human Resources Benefits Manager
  - f. One Retiree receiving medical benefits through the County
  - g. Six Employees, each one chosen to represent one of the County's six Standing Committees. The employee chosen shall be from a department which is under their Standing Committee, and shall be elected by their peers.
- (3) The members shall serve for a two year term, commencing April 1<sup>st</sup> and may be re-appointed or re-elected for additional consecutive terms.
  - a. Members, listed under 2. a. through f. above, shall be volunteers appointed by the Human Resource Director, or Benefits Manager, or a designee of the Human Resource Department.
  - b. Members, under 2.g. above, shall be chosen by election. Elections shall be handled by the Human Resources Department. All employees interested in serving on the Committee shall submit a letter of interest to the Human Resources Benefits Manager by a date certain. The Human Resource Department shall create six ballots, one for each County Standing Committee, listing the interested employees from the Departments as listed under the respective Oversight Committee pursuant to the County Code Chapter 2. The ballots shall be distributed to the appropriate departments according to their Oversight Committee listing the employees interested in serving on the committee. The employees shall only vote once, and only for one employee listed under their respective Oversight Committee to represent them on the Benefits Advisory Committee. Said ballots shall be returned to Human Resources by a date certain and tabulated with the results announced to the employees and members prior to April 1 of the year of election.

- c. Vacancies occurring shall be filled by appointment of the Human Resource Director, or the Benefits Manager or their designee.

(4) Meetings shall be held as needed but no less than once quarterly.

Section 2 - This ordinance shall become effective upon passage and publication.

Respectfully submitted,

---

EXECUTIVE COMMITTEE

Drafted by Corporation Counsel  
Final Draft Approved by Corporation Counsel

*Fiscal Impact: This ordinance does not require an appropriation from the General Fund. Any related operating expenses will be absorbed within the Human Resources 2015 budget.*

A motion was made by Supervisor Robinson and seconded by Supervisor Schadewald “**to adopt**”. Voice vote taken. Motion carried unanimously with no abstentions.

Approved By:

Returned Unsigned by  
County Executive 12/10/2015  
Troy Streckenbach, County Executive Date

/s/ Sandra L. Juno 12/10/2015  
Sandra L. Juno, County Clerk Date

/s/ Patrick J. Moynihan 12/10/2015  
Patrick J. Moynihan, County Board Chair Date

**Planning, Development & Transportation Committee**

**No. 10e -- ORDINANCE AMENDING SCHEDULE A OF THE BROWN COUNTY CODE ENTITLED “SPEED LIMITS”.**

THE BROWN COUNTY BOARD OF SUPERVISORS DOES ORDAIN AS FOLLOWS:

Section 1 - Section 340.0003, Schedule A of the Brown County Code is hereby amended as follows:

County Trunk Highway “V”, Village of Bellevue (Lime Kiln Road)

Thirty-five miles per hour from its intersection with the Fox Valley & Western Railroad crossing; thence southerly along C.T.H. V to ~~Town Hall Road~~ Bower Creek Road/Klondike Road.



Forty-five miles per hour for all vehicles from the intersection of ~~Town Hall Road~~  
Bower Creek Road/Klondike Road, southerly to the intersection with Whitney  
Road.

Section 2 - This ordinance shall become effective upon passage and publication pursuant to  
law.

Respectfully submitted,

PLANNING, DEVELOPMENT &  
TRANSPORTATION

Authored by: Public Works - Highway Division  
Approved as to form by Corporation Counsel

*Fiscal Note: This resolution does not require an appropriation from the General Fund. The funds  
are within the 2015 Highway Division's sign installation budget.*

A motion was made by Supervisor Kaster and seconded by Supervisor Katers **"to adopt"**.

Following discussion, a motion was made by Supervisor Robinson and seconded by Supervisor  
Fewell **"to hold 10e until the May Board Meeting after the Highway Department has done a  
full speed study"**. Voice vote taken. Opinion of the Chair, Naves have it. Motion failed.

Following, a roll call vote was taken on the original motion above.

Ayes: De Wane, Nicholson, Hoyer, Gruszynski, Erickson, Zima, Evans, Kaye,  
Landwehr, Dantine, La Violette, Katers, Kaster, Van Dyck, Jamir, Robinson,  
Clancy, Campbell, Moynihan, Blom, Schadewald, Lund

Naves: Sieber, Haefs, Buckley, Fewell

Total Ayes: 22                      Total Naves: 4

Motion carried.

Approved By:

/s/ Troy Streckenbach                      11/13/2015  
Troy Streckenbach, County Executive                      Date

/s/ Sandra L. Juno                      11/17/2015  
Sandra L. Juno, County Clerk                      Date

/s/ Patrick J. Moynihan                      11/17/2015  
Patrick J. Moynihan, County Board Chair                      Date

**ATTACHMENTS TO ORDINANCE #10E**  
**ON THE FOLLOWING PAGES**

PUBLIC WORKS DEPARTMENT

*Brown County*

2198 GLENDALE AVENUE  
GREEN BAY, WI 54303

PHONE (920) 662-2180 FAX (920) 434-4576  
EMAIL: bc\_highway@co.brown.wi.us

PAUL A. FONTECCHIO, P.E.  
INTERIM DIRECTOR

**RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD**

**DATE:** October 8, 2015  
**REQUEST TO:** Planning, Development & Transportation Committee  
**MEETING DATE:** 10/19/15  
**REQUEST FROM:** Paul Fontecchio, P.E.  
Public Works Interim Director

**REQUEST TYPE:** ☐ New resolution ☐ Revision to resolution  
☐ New ordinance ☒ Revision to ordinance

**TITLE:** Ordinance for Revision of Speed Zone on CTH V, Village of Bellevue

**ISSUE/BACKGROUND INFORMATION:**

Change the speed limit as requested by Public Works - See attached Speed Study for CTH V from Bower Creek Road/Klondike Road to Town Hall Road.

**ACTION REQUESTED:**

Planning, Development & Transportation is recommending approval of the Ordinance to forward onto the County Board of Supervisors for approval and implementation. Public Works advises against revising the speed limit as recommended based on the supporting information.

**ALTERNATIVES:**

The Committee could take the following action:

- Table the ordinance
- Decline the ordinance
- Amend/change the ordinance

**FISCAL IMPACT:**

**NOTE:** This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary. *(This does not require an appropriation from the GF – this will be funded from the 2015 sign installation budget under the Highway Division of Public Works)*

1. Is there a fiscal impact? ☐ Yes ☒ No
  - a. If yes, what is the amount of the impact? \$ \_\_\_\_\_
  - b. If part of a bigger project, what is the total amount of the project? \$ \_\_\_\_\_
  - c. Is it currently budgeted? ☐ Yes ☐ No
    1. If yes, in which account? \_\_\_\_\_
    2. If no, how will the impact be funded? \_\_\_\_\_

X COPY OF RESOLUTION OR ORDINANCE IS ATTACHED

10 e

PUBLIC WORKS DEPARTMENT

*Brown County*

2198 GLENDALE AVENUE

GREEN BAY, WI 54303

PHONE (920) 492-4925 FAX (920) 434-4576

EMAIL: bc\_highway@co.brown.wi.us

PAUL A. FONTECCHIO, P.E.

INTERIM DIRECTOR

**SPEED STUDY FOR CTH V FROM Bower Creek Road/ Klondike Road  
To Town Hall Road**

**Background Information**

From the Wisconsin Transportation Bulletin No. 21:

*"The state has set speed limits for all roads. However, municipalities can change speed limits for their roads under authority and guidelines in the Wisconsin Statutes."*

*"Power to set speed limits rests with the state. Local or state officials have authority to change these limits within the limitations in Chapter 349.11 (see Table 1). They must conduct an engineering and traffic investigation to determine a reasonable and safe speed limit. The limit must then be legally adopted by the local authority and appropriate signs erected."*

*"Engineering studies should include the following:"*

- 85<sup>th</sup> Percentile Speed
- Reported Accidents
- Development / Driveway Access
- Sight Distances
- Road Geometrics
- Parking and Pedestrian/Bicycle Conflicts
- Pavement Surface
- Enforcement Level

**Current Roadway**

The portion of CTH V from STH 172 to CTH GV is currently being reconstructed (started in July 2015 with anticipated completion in November 2015.) The new roadway will be an urbanized two-lane roadway with sloped curb and gutter.

Between Town Hall Road to CTH GV the roadway will have a two-way-left turn lane as this section of roadway has a number of businesses along the east side of the roadway and it is anticipated there will be more development with business access along the west side of the roadway. In addition, Central Drive is in this section of roadway and is only 300' away from CTH GV. The speed limit in this section was reduced to 35 mph in August 2015.

Between Daly Drive and Town Hall Road there will be limited access due to the floodplain on the east side of the road (making the land unbuildable in that area). Along the west side of the roadway new business development will be routed to either Landmark Boulevard or future Town Hall Road. The existing speed limit is 45 mph.

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10e

There is no parking along CTH V and there will be a shared use path on the east side of the roadway from Daly Drive to CTH GV.

The traffic volume in 2012 was 8,200 ADT, and between 2001 (3,300 ADT) and 2012 (8,200 ADT) the traffic volume more than doubled. With the recent construction of Costco and more large scale planned development along this section of CTH V, it is possible to see traffic volumes between 12,000 ADT to 15,000 ADT – especially between Landmark Boulevard and CTH GV.

#### **Speed Study Results:**

##### 85<sup>th</sup> Percentile Speed

An 85<sup>th</sup> percentile speed study was not performed for this section of roadway as it is currently under construction.

Brown County Public Works recommends performing an 85<sup>th</sup> percentile speed study after construction is completed and traffic has had time to re-establish itself.

Brown County Public Works does not anticipate the 85<sup>th</sup> percentile speed to support a speed change to 35 mph as requested, because the new roadway was designed for a 45 mph posted limit geometrically.

#### **Reported Accidents**

Since 2010 there have been 14 accidents reported for this section of roadway.

- 1 accident was due to a deer.
- 4 accidents were sign knock downs in the median at Landmark that is being removed during construction.
- 5 accidents were due to possible sight distance issues or inattentive driving. Sight distances have been addressed with the new roadway design for a 45 mph posted speed limit.
- 1 accident involved a truck tipped over while turning from CTH V onto Bower Creek Road.
- 2 accidents were beam guard hits at the bridge north of Bower Creek Road/ Klondike Road.

The majority of the accident types have been addressed by the new roadway geometry allowing a left turn at Landmark from CTH V and realigning the curve from STH 172 to the north of Daly Drive to accommodate sight distances needed for a posted speed of 45 mph.

The reported accidents, after geometric improvements have been made with the reconstruction, will not justify lowering the speed limit to 35 mph for this section of roadway.

#### **Development / Driveway Access**

Between Bower Creek Road and Town Hall Road there will be limited access due to STH 172, Bower Creek, and the floodplain on the east side of the road (making the land unbuildable in that area). Along the west side of the roadway new business development will be routed to either Landmark Boulevard or future Town Hall Road.

The development and driveway access does not justify lowering the speed limit to 35 mph for this section of roadway.

#### **Sight Distance**

Bower Creek Road/ Klondike Road is a 2-way stop condition. Daly Drive is a "T" intersection. The intersection sight distances were checked for a posted speed of 45 mph. After construction, sight distances will meet current design standards according to WisDOT FDM 11-10 table 5.2, SU vehicles.

Sight distance from Daly Drive would be improved with a posted speed of 45 mph. Please refer to pages 6 and 7 for a plan view and pictures showing the sight distance improvements.

Trees on the east side of CTH V north of Klondike Road, south of STH 172 (along Bower Creek) may be obstructing some sight from Klondike Road. It is recommended that the trees be trimmed back or removed to help improve the sight distance.

The sight distance, after construction is completed, will not justify lowering the speed limit to 35 mph for this section of roadway.

#### **Parking and Pedestrian/Bicycle Conflicts**

After construction the roadway will not have parking and there will be wide lanes for on-street bike accommodations as well as a multi-use path along the east side of the roadway. This should eliminate most if not all parking and pedestrian/bicycle conflicts.

The parking and pedestrian/bicycle conflicts, after construction is completed, will not justify lowering the speed limit to 35 mph for this section of roadway.

#### **Pavement Surface**

After construction the roadway surface from STH 172 to Town Hall will be new (rated 10 out of 10).

From Bower Creek to STH 172 the roadway was resurfaced in 2010 and is in good condition (rated 9 out of 10 in 2013).

The pavement surface does not justify lowering the speed limit to 35 mph for this section of roadway.

#### **Enforcement**

The existing enforcement level is complaint based and typical for a Brown County Road located near the Brown County Sheriff's office.

#### **Recommendation**

Brown County recommends trimming the trees on the east side of CTH V by Bower Creek to help improve sight distance from Klondike Road.

**Brown County Public Works does not recommend the speed limit to change from a posted speed of 45 mph at this time.**

It is recommended that an 85<sup>th</sup> percentile speed study be performed in the spring of 2016 and/or after more development occurs in the area. At which time the 85<sup>th</sup> percentile speed should be reevaluated for a speed reduction.

Lastly, according to the state statute - 349.11(1)(a) – local authorities may change the speed limit on roadways under their jurisdiction, but it has to be "determine(d) upon the basis of an engineering and traffic investigation". According to the Wisconsin Transportation Bulletin No. 21, "The limit must then be legally adopted by the local authority and appropriate signs erected. When properly changed, such limits do not create additional liability." If a municipal board or the county board were to set a speed limit without justification of an engineering and traffic investigation – a 'speed study' – it would be very challengeable in court and would put the County at risk from a liability perspective.

**Table 1**  
**Speed Limits and Authority to Change**

Fixed Limits – Statute 346.57(4) <sup>(a)</sup>	Local Government Authority <sup>(b)</sup> – Statute 349.11(3) and (7) <sup>(a)</sup>
65 mph – Freeway / Expressway	WisDOT only.
55 mph – State Trunk Highways (STHs)	WisDOT only.
55 mph – County Trunk Highways (CTHs), town roads	Lower the speed limit by 10 MPH or less.
45 mph – Rustic roads	Lower the speed limit by 15 MPH or less.
35 mph – Town road (1,000' min) with 150' driveway spacing	Lower the speed limit by 10 MPH or less.
25 mph – Inside corporate limits of a city or village (other than outlying district)	Raise the speed limit to 55 mph or less. Lower the speed limit by 10 mph or less.
35 mph – Outlying district <sup>(c)</sup> within city or village limits	Raise the speed limit to 55 mph or less. Lower the speed limit by 10 mph or less.
35 mph – Semi-urban district <sup>(d)</sup> outside corporate limits of a city or village	Raise the speed limit to 55 mph or less. Lower the speed limit by 10 mph or less.
15 mph – School zone, when conditions are met	Raise the speed limit to that of the roadway. Lower the speed limit by 10 MPH or less.
15 mph – School crossing, when conditions are met	Raise the speed limit to that of the adjacent street. Lower the speed limit by 10 MPH or less.
15 mph – Pedestrian safety zone with public transit vehicle stopped	No changes permitted.
15 mph – Alley	Lower by 10 MPH or less.
15 mph – Street or town road adjacent to a public park	Lower by 10 MPH or less.
Construction or maintenance zones, as appropriate <sup>(e)</sup>	State and local agencies have authority to establish.

Notes:

- (a) Source: Updated 2007-2008 Wisconsin Statutes Database
- (b) All speed limit changes shall be based on a traffic engineering study, including modifications allowed under State Statute. Local governments can implement speed limit changes on the local road system without WisDOT approval when proposals are within the constraints identified above.
- (c) Per Statute 346.57(1)(ar) "outlying district" is an area contiguous to any highway within the corporate limits of a city or village where on each side of the highway within any 1,000 feet buildings are spaced on average more than 200 feet apart.
- (d) Per Statute 346.57(1)(b) "semiurban district" is an area contiguous to any highway where on either or both sides of the highway within any 1,000 feet buildings are spaced on average more than 200 feet apart.
- (e) Guidance on establishing speed limits in work zones is available in [http://dotnet/dtid\\_bho/extranet/manuals/tpm/13/13-05-06.pdf](http://dotnet/dtid_bho/extranet/manuals/tpm/13/13-05-06.pdf).

Modified from original found in WisDOT Traffic Guidelines Manual, Chapter 13-5-1, Figure 1, June 2009.

Plan view showing old sight distance (red line) vs. new sight distance (blue line)





Current view when looking south from Daly Drive



Approximate view after roadway reconstructed when looking south from Daly Drive



At this time, Chairman Moynihan called a recess until 1:15 p.m.

**\*\* 2016 BUDGET REVIEW \*\***

**No. 11 -- COMMENTS FROM THE PUBLIC: NONE.**

- a) Must be limited to items not on the agenda.
- b) State name and address for the record.
- c) Comments will be limited to five minutes.
- d) The Board's role is to listen and not discuss comments nor take action of those comments at this meeting.

**No. 12 -- REVIEW OF 2016 BUDGET AND BUDGET RECOMMENDATIONS BY STANDING COMMITTEES.**

**No. 12a -- REPORT OF ADMINISTRATION COMMITTEE OF OCTOBER 22, 2015 (BUDGET ITEMS)**

TO THE MEMBERS OF THE BROWN  
COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

The **ADMINISTRATION COMMITTEE** met in regular session (**budget items**) on October 22, 2015 and recommends the following motions:

**REVIEW OF 2016 DEPARTMENT BUDGET**

1. COUNTY CLERK – Review of 2016 Department Budget.
  - i. To make a technical change on Pg. 345 in the budget book under DS200 Hardware and Software Annual Maintenance from \$175 to \$200.
  - ii. To approve the Clerk's budget as amended.
- a. Resolution Approving New or Deleted Positions during the 2016 Budget Process – County Clerk. To approve. See Resolutions, Ordinances November County Board.
2. COUNTY TREASURER – Review of 2016 Department Budget.
  - i. To approve the County Treasurer's budget with the amendment under LTE-Tax Collection Help to keep the current 0.67 FTE but change the hourly rate from \$11.25 at 1,400 hours to \$12.50 and decrease the annual hours to 1,260 equaling \$15,751 causing no fiscal impact.
  - ii. To approve the Treasurer's budget as amended.
3. CHILD SUPPORT – Review of 2016 Department Budget. To approve the Child Support budget.
4. CORPORATION COUNSEL – Review of 2016 Department Budget. To approve the Corporation Counsel budget.
5. DEPT. OF ADMINISTRATION – Review of 2016 Department Budget. To approve the Dept. of Administration budget.
  - a. Resolution Approving New or Deleted Positions during the 2016 Budget Process –  
Dept. of Administration. To approve. See Resolutions, Ordinances November County Board.
6. TECHNOLOGY SERVICES – Review of 2016 Department Budget.
  - a. Resolution Approving New or Deleted Positions during the 2016 Budget Process –

- Technology Services. To approve. See Resolutions, Ordinances November County Board.
7. HUMAN RESOURECES – Review of 2016 Department Budget.
    - a. Resolution Approving New or Deleted Positions during the 2016 Budget Process –  
Human Resources. To approve. See Resolutions, Ordinances November County Board.
  - Year 2016 Non-Division Budgets Review -
  8. Capital Projects.
    - i. To change the word Wrightstown to Ashwaubenon on Pg. 282 in the first paragraph.
    - ii. To approve Capital Projects.
  9. Debt Service. To approve.
  10. Taxes, Special Revenues, Certain Internal Service & Fiduciary Funds. To approve.

A motion was made by Supervisor Schadewald and seconded by Supervisor La Violette “**to adopt**”. Voice vote taken. Motion carried unanimously with no abstentions.

**No. 12b -- REPORT OF EDUCATION AND RECREATION COMMITTEE OF OCTOBER 8, 2015 (BUDGET ITEMS)**

TO THE MEMBERS OF THE BROWN  
COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

The **EDUCATION & RECREATION COMMITTEE** met in regular session (**budget items**) on October 8, 2015 and recommends the following:

*Note: Strikethrough Items went before the October 21<sup>st</sup> County Board agenda.*

1. ~~Review Minutes of:~~
  - a. ~~Library Board (August 20, 2015).~~
  - b. ~~Neville Public Museum Governing Board (August 10 & September 14, 2015).~~
2. ~~Communication from Supervisor Gruszynski re: That the Brown County Board, in collaboration with staff, the Library Board and the community, build a comprehensive plan to update aging library facilities, especially central library, to improve the quality of service, efficiency, space and budget. To send to staff and bring back a draft plan in March, 2016.~~
3. ~~Museum – Budget Status Financial Report for August, 2015. Receive and place on file.~~
4. ~~Museum – Open Positions Summary. Receive and place on file.~~
5. ~~Museum – Director’s Report. Receive and place on file.~~
6. Museum - Review of 2016 department budget. To approve the Museum budget.
7. ~~Golf Course – Budget Status Financial Report for August, 2015. Receive and place on file.~~
8. ~~Golf Course – Superintendent’s Report. Receive and place on file.~~
9. Golf Course - Review of 2016 department budget. To approve the Golf Course budget.
10. ~~NEW Zoo – Budget Status Financial Report for August, 2015. Receive and place on file.~~

- ~~11. Zoo Director's Report. Receive and place on file.~~
- ~~12. Park Mgmt. – Budget Status Financial Report for August, 2015. Receive and place on file.~~
- ~~13. Park Mgmt. – Field Staff Reports/Attendance Reports. Receive and place on file.~~
- ~~14. Asst. Director's Report. Receive and place on file.~~
15. NEW Zoo & Park Mgmt. - Review of 2016 department budget.
  - i. To approve the NEW Zoo budget. Motion Carried 4 to 1.
  - ii. To approve the Park Management budget.
    - a. Discussion re: 2016 Capital Improvement Projects at the Brown County Fairgrounds (infield improvements, permanent track development, connection trail and building improvements). To put \$300,000 into a Capital Improvement Fund for purposes of capital improvements/fairground renovations and/or plans at the fairgrounds and to direct the County Executive to approach the Stadium District Board for funds for an overall Master Plan for the area, and to request some type of matching funds from the Fair Board with a deadline of Feb 29, 2016.
    - b. Discussion re: Suamico Boat Landing area and parking. *Referred back for 2016 budget consideration. Receive and place on file.*
    - c. Resolution Approving New or Deleted Positions during the 2016 Budget Process – Zoo and Park Management. To approve. See Resolutions, Ordinances November County Board.
- ~~16. Library - Budget Status Financial Report for August, 2015. Receive and place on file.~~
- ~~17. Library – Discussion and possible action regarding transfer of funds from the 425 Fund to Library Board for the purpose of necessary maintenance. To refer to Planning, Development & Transportation with the recommendation that they approve the expenditures as identified. Motion Carried 4 to 1.~~
- ~~18. Library – Director's Report. Receive and place on file.~~
19. Library - Review of 2016 department budget. To approve.
- ~~20. Resch Centre/Arena/Shopko Hall – Complex Attendance for August and September, 2015. Receive and place on file.~~

A motion was made by Supervisor Gruszynski and seconded by Supervisor Hoyer **“to adopt”**.

Supervisor Sieber requested item #9 be taken separately and Supervisor Schadewald requested item #15a be taken separately. Voice vote taken on remainder of report. Motion carried unanimously with no abstentions.

Item #9 -- Golf Course - Review of 2016 department budget. To approve the Golf Course Budget.

A motion was made by Supervisor Sieber and seconded by Supervisor Gruszynski **“to change the term husband and wife in the fee schedule to spouses.”** Voice vote taken. Motion carried unanimously with no abstentions.

Item #15a -- Discussion re: 2016 Capital Improvement Projects at the Brown County Fairgrounds (infield improvements, permanent track development, connection trail and building improvements). To put \$300,000 into a Capital Improvement Fund for purposes of capital improvements/fairground renovations and/or plans at the fairgrounds and to direct the County Executive to approach the Stadium District Board for funds for an overall Master Plan for the area, and to request some type of matching funds from the Fair Board with a deadline for Feb. 29, 2016.

Following a brief explanation and discussion, a motion was made by Supervisor Schadewald and seconded by Supervisor Van Dyck **“to approve.”** Voice vote taken. Motion carried unanimously with no abstentions.

**No. 12c -- REPORT OF EXECUTIVE COMMITTEE OF OCTOBER 26, 2015 (BUDGET ITEMS)**

TO THE MEMBERS OF THE BROWN  
COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

The **EXECUTIVE COMMITTEE** met in regular session (**budget items**) on October 26, 2015 and recommends the following motions:

*Note: Item 1 was handled under the non-budget portion – Item 9c.*

2. Non-divisional Budget - County Executive – Review of 2016 department budget. To approve the County Executive’s budget as presented.
3. Non-divisional Budget - Board of Supervisors - Review of 2016 department budget. To approve the Board of Supervisors budget as presented. Motion Carried 5 to 1.
4. Resolution Approving New or Deleted Positions during the 2016 Budget Process (Airport). To approve. See Resolutions, Ordinances November County Board.
- 4a. Resolution re: Approving New or Deleted Positions during the 2016 Budget Process (Administration). To approve. See Resolutions, Ordinances November County Board.
- 4b. Resolution re: Approving New or Deleted Positions during the 2016 Budget Process (Human Resources). To approve with modification of \$78,388. Motion Carried 4 to 2. See Resolutions, Ordinances November County Board.
5. Resolution Approving New or Deleted Positions during the 2016 Budget Process (County Clerk). To approve. See Resolutions, Ordinances November County Board.
6. Resolution Approving New or Deleted Positions during the 2016 Budget Process (Human Services – Community Programs). To approve. See Resolutions, Ordinances November County Board.
7. Resolution Approving New or Deleted Positions during the 2016 Budget Process (Human Services – Community Treatment Center).
  - i. To approve.
  - ii. To reconsider Item 7.
  - iii. To approve as amended to add 3.5 Nursing Assistant positions at a salary of \$116,328, plus fringes of \$43,046 for a total of \$159,374. See Resolutions, Ordinances November County Board.
8. Resolution Approving New or Deleted Positions during the 2016 Budget Process (Public Safety Communications). To approve. See Resolutions, Ordinances November County Board.
9. Resolution Approving New or Deleted Positions during the 2016 Budget Process (Public Works). To approve. See Resolutions, Ordinances November County Board.
10. Resolution Approving New or Deleted Positions during the 2016 Budget Process (Sheriff’s Department). To approve. See Resolutions, Ordinances November County Board.
11. Resolution Approving New or Deleted Positions during the 2016 Budget Process

- (Technology Services). To approve. See Resolutions, Ordinances November County Board.
12. Resolution Approving New or Deleted Positions during the 2016 Budget Process (UW Extension). To approve. See Resolutions, Ordinances November County Board.
  13. Resolution Approving New or Deleted Positions during the 2016 Budget Process (Zoo and Park Management). To approve. See Resolutions, Ordinances November County Board.
  14. Resolution re: Establishing the Salaries of Certain Elective Officials. To approve the resolution as amended with the figures that were provided by the Administration Committee. See Resolutions, Ordinances November County Board.

A motion was made by Vice Chair Lund and seconded by Supervisor Kaye **“to adopt”**. Voice vote taken. Motion carried unanimously with no abstentions.

**No. 12d -- REPORT OF HUMAN SERVICES COMMITTEE OF OCTOBER 20, 2015 (BUDGET ITEMS)**

TO THE MEMBERS OF THE BROWN  
COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

The **HUMAN SERVICES COMMITTEE** met in regular session (**budget items**) on October 20, 2015 and recommends the following motions:

*Note Items 1-9 were handled under the regular portion – Item 9d.*

*\*\*9a was moved from the non-budget Human Services Committee Report to the Human Services Committee budget report per the Brown County Board. – 11-4-2015*

- 9a. Ad Hoc Mental Health Treatment Committee Report. To appropriate \$1,150,000 for the Transitional Residential Treatment service for \$300,000 the Mobile Crisis for \$200,000 and the Detoxification Services for \$300,000 and the Day Report Center for \$350,000 to the Special Revenue fund.
10. Veterans' Services - Review of 2016 Department Budget. To approve the Veterans' Services budget with an increase to the general property taxes by \$7,200 and increase Support Services by \$7,200.
11. Aging & Disability Resource Center - Review of 2016 Department Budget. To approve the Aging & Disability Resource Center budget.
12. Health Dept. - Review of 2016 Department Budget. To approve the Health Department budget.
13. Hum Svc Dept. - Review of 2016 Department Budget.
  - a) Resolution re: Approving New or Deleted Positions during the 2016 Budget Process (Human Services – Community Programs). See, Resolutions, Ordinances November County Board.
  - b) Resolution re: Approving New or Deleted Positions during the 2016 Budget Process (Human Services - Community Treatment Center). See Resolutions, Ordinances November County Board.
14. Audit of bills.

A motion was made by Supervisor La Violette and seconded by Supervisor Hoyer **“to adopt”**.

Supervisor Robinson Requested that item #9a be taken separately. Voice vote taken on remainder of report. Motion carried unanimously with no abstentions.

Item #9a. -- Ad Hoc Mental Health Treatment Committee Report. To appropriate \$1,150,000 for the Transitional Residential Treatment service for \$300,000 the Mobile Crisis for \$200,000 and the Detoxification Services for \$300,000 and the Day Report Center for \$350,000 to the Special Revenue fund.

Following discussion, a motion was made by Supervisor Robinson and seconded by Supervisor Evans **“to amend the motion to strike ‘the Special Revenue Fund’ and adding ‘the 201 fund and a new organizational set to track expenditures approved by the Human Services Committee and the full County Board.”**

A motion was made by Supervisor Robinson and seconded by Supervisor Schadewald **“to suspend the rules to allow the public to address the Board.”** Voice vote taken. Motion carried unanimously with no abstentions.

Jeff Vanderleest, Family Services, Eric Pritzl, Human Services Department Head, and other individuals addressed the Board to speak to the need for and their support of this fund allocation.

Following, a motion was made by Supervisor Robinson and seconded by Supervisor Clancy **“to return to the regular order of business.”** Voice vote taken. Motion carried unanimously with no abstentions.

After further discussion, vote taken on Supervisor Robinson’s motion **“to amend the motion to strike ‘the Special Revenue Fund’ and adding ‘the 201 fund and a new organizational set to track expenditures approved by the Human Services Committee and the full County Board.”** . Roll Call #12d(9a)1:

Ayes: Sieber, De Wane, Hoyer, Gruszynski, Haefs, Erickson, Zima, Evans, Kaye, Buckley, Landwehr, Dantine, La Violette, Katers, Kaster, Van Dyck, Robinson, Clancy, Campbell, Moynihan, Blom, Schadewald, Lund, Fewell

Nays: Nicholson, Jamir

Total Ayes: 24                      Total Nays: 2

Motion Carried.

Upon approving the amended motion, a Roll Call vote was taken to adopt the report item #9a as amended. Roll Call #12d(9a)2:

Ayes: Sieber, De Wane, Hoyer, Gruszynski, Haefs, Erickson, Zima, Evans, Kaye, Buckley, Landwehr, Dantine, La Violette, Katers, Van Dyck, Robinson, Clancy, Campbell, Moynihan, Schadewald, Lund, Fewell

Nays: Nicholson, Jamir, Kaster, Blom

Total Ayes: 22                      Total Nays: 4

Motion Carried.

Upon approval, Supervisor Evans addressed the Board and requested to make a motion that also pertained to the Human Services' budget. Following discussion, a motion was made by Supervisor Evans and seconded by Supervisor Campbell **"to fund \$20,000 to the Child Abuse and Neglect Task Force."** Vote taken. Roll Call #12(1):

Ayes: Sieber, De Wane, Hoyer, Gruszynski, Haefs, Erickson, Zima, Evans, Kaye, Dantine, La Violette, Katers, Van Dyck, Jamir, Robinson, Clancy, Campbell, Moynihan, Lund, Fewell

Nays: Nicholson, Buckley, Landwehr, Kaster, Blom, Schadewald

Total Ayes: 20 Total Nays: 6

Motion Carried.

**No. 12e -- REPORT OF PLANNING, DEVELOPMENT AND TRANSPORTATION COMMITTEE OF OCTOBER 19, 2015 (BUDGET ITEMS)**

**TO THE MEMBERS OF THE BROWN  
COUNTY BOARD OF SUPERVISORS**

Ladies and Gentlemen:

The **PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE** met in regular session **(budget items)** on October 19, 2015 and recommends the following motions.

12. Public Works (Highway, County Roads & Bridges, Facility Management) - Review of 2016 department budget.
  - i. To hold the vote on Item 2 until after Item 23.
  - ii. Receive and place on file.
  - a. Resolution Approving New or Deleted Positions during the 2016 Budget Process – Public Works. To approve. See Resolutions, Ordinances November County Board.
13. Register of Deeds - Review of 2016 department budget. To forward the Register of Deeds budget on to the full County Board.
4. Planning & Land Services (Land Information, Planning Commission, Property Listing & Zoning - Review of 2016 department budgets. To forward the PALS budget on to the full County Board.
5. Port and Resource Recovery - Review of 2016 department budget. To forward the Port & Resource Recovery budget on to the full County Board.
6. Airport - Review of 2016 department budget.
  - i. To increase the Airport Director's salary from \$40.28/hour to \$46.84/hour (midpoint of the salary structure) for a total increase in salary and fringe of \$15,738. Motion Carried 3 to 2.
  - ii. To increase the Assistant Airport Director salary from \$71,628 to \$81,654 with fringe of \$22,233 for a total of \$103,887 (increase of \$11,521).
  - iii. To move the airport budget as amended to the full County Board.
  - a. Resolution Approving New or Deleted Positions during the 2016 Budget Process – Airport. To approve. See Resolutions, Ordinances November County Board.
7. U.W. Extension - Review of 2016 department budget.



- i. To increase the UW-Extension budget by \$18,551.29 for the Community Garden Coordinator and increase the general property taxes by \$18,551.29.
- ii. To forward the UW Extension budget on to the full County Board as amended.
- a. Resolution Approving New or Deleted Positions during the 2016 Budget Process – U.W. Extension. To approve. See Resolutions, Ordinances November County Board.

A motion was made by Supervisor Erickson and seconded by Supervisor Sieber **“to adopt”**.

Supervisors Van Dyck and Landwehr requested Item #2 be taken separately and Supervisor Van Dyck requested Item #6 be taken separately. Voice vote taken on remainder of report. Motion carried with no abstentions.

Item #2 -- Public Works (Highway, County Roads & Bridges, Facility Management) - Review of 2016 department budget.

A motion was made by Supervisor Van Dyck and seconded by Supervisor Kaster **“to exclude the \$200,000 allocation to Veteran’s Memorial Complex, page 299 of budget book.”** Following discussion, County Executive Streckenbach was asked to address the Board and express his stance on the above motion. Mr. Streckenbach stated that if this item was to be removed from the budget, he would like to see this \$200,000 possibly moved to the Library Fund instead.

After more discussion, a vote was taken on Supervisor Van Dyck’s motion. Vote taken. Roll Call #12e(1):

Ayes: Nicholson, Gruszynski, Haefs, Erickson, Zima, Landwehr, Dantine, La Violette, Katers, Kaster, Van Dyck, Jamir, Clancy, Campbell, Blom, Schadewald, Fewell

Nays: De Wane, Hoyer, Evans, Kaye, Buckley, Robinson, Moynihan, Lund

Abstain: Sieber

Total Ayes:	17	Total Nays:	8	Abstain:	1
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Motion Carried.

After the vote, Supervisor Sieber stated that he made his vote in error. As a result, a motion was made by Vice Chair Lund and seconded by Supervisor Gruszynski **“to allow Supervisor Sieber to reconsider his vote as voting nay.”** Voice vote taken to amend Supervisor Sieber’s vote to nay passed unanimously.

Amended Vote	Total Ayes:	17	Total Nays:	9	Total Abstain:	0
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Following, a motion, also regarding Item #2, was made by Supervisor Landwehr and seconded by Supervisor Buckley **“to reduce engineering truck and pick-up truck unit cost to \$29,000 each, page 341 of budget book.”** The Board asked that Interim Highway Director Paul Fontecchio come forward and speak to this motion.

Following this discussion, a vote was taken on Supervisor Landwehr's motion. Vote taken. Roll Call #12e(2):

Ayes: Nicholson, Hoyer, Gruszynski, Haefs, Erickson, Zima, Evans, Kaye, Buckley, Landwehr, Katers, Kaster, Van Dyck, Jamir, Robinson, Campbell, Moynihan, Blom, Schadewald, Lund, Fewell

Nays: Sieber, De Wane, Dantine, La Violette, Clancy

Total Ayes: 21 Total Nays: 5

Motion Carried.

At this time, Supervisor Landwehr stated that he had an additional motion regarding Item #2. Following, a motion was made by Supervisor Landwehr and seconded by Supervisor Buckley **“to maintain any additional contingency amount over 5% be separated to a new budget line item called Bonded Projects Contingency Fund.”** Board discussion with Interim Director Paul Fontecchio ensued with a voice vote ultimately taken. Motion Failed.

Subsequently, a motion was made by Supervisor Dantine and seconded by Supervisor Sieber **“to approve the remainder of Item #2.”** Voice vote taken. Motion carried unanimously with no abstentions.

Item #6 -- Airport - Review of 2016 department budget.

- i. To increase the Airport Director's salary from \$40.28/hour to \$46.84/hour (midpoint of salary structure) for a total increase in salary and fringe of \$15,738. Motion carried 3 to 2.
- ii. To increase the Assistant Airport Director salary from \$71,628 to \$81,654 with fringe of \$22,233 for a total of \$103,887 (increase of \$11,521).
- iii. To move the airport budget as amended to the full County Board.

A motion was made by Supervisor Van Dyck and seconded by Supervisor Buckley **“to approve Airport budget excluding the proposed increase to the Airport Director's salary, a budget reduction of \$15,738.”** After discussion a voice vote was taken. Motion carried.

Supervisor Zima initially requested a reconsideration of his vote. Ultimately however, Supervisors Zima, Nicholson, and Kaster want the record to show that they do not support Item #6ii.

**No. 12ei -- REPORT OF LAND CONSERVATION SUBCOMMITTEE OF OCTOBER 19, 2015 (BUDGET ITEMS)**

**TO THE MEMBERS OF THE BROWN  
COUNTY BOARD OF SUPERVISORS**

Ladies and Gentlemen:

The **LAND CONSERVATION SUB COMMITTEE** met in regular session (**budget items**) on October 19, 2015 and recommends the following motions.

1. Land and Water Conservation – Review of 2016 department budget.

- i. To increase the Project Manager West Shore salary and benefits by \$6,173 and increase inter-governmental revenues by \$6,173.
- ii. To approve the Land Conservation department budget as amended and forward to the full County Board.

A motion was made by Supervisor Sieber and seconded by Supervisor Dantine **“to adopt the Report of Land Conservation Subcommittee (Budget Items)”**. Voice vote taken. Motion carried unanimously with no abstentions.

**No. 12f -- REPORT OF PUBLIC SAFETY COMMITTEE OF OCTOBER 7, 2015 (BUDGET ITEMS)**

TO THE MEMBERS OF THE BROWN  
COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

The **PUBLIC SAFETY COMMITTEE** met in regular session (**budget items**) on October 7, 2015 and recommends the following motions.

REVIEW OF 2016 DEPARTMENT BUDGETS

1. Medical Examiner: Review of 2016 department budget. To approve the Medical Examiner's budget.
2. District Attorney: Review of 2016 department budget. To approve the District Attorney's budget.
3. Court System: Review of 2016 department budget.
  - i. To approve the Clerk of Court's budget.
  - ii. To approve the Circuit Court budget.
4. Public Safety Communications: Review of 2016 department budget. To approve the Public Safety Communications budget.
  - a. Resolution Approving New or Deleted Positions during the 2016 Budget Process – Public Safety Communications. To approve. See Resolutions, Ordinances November County Board.
5. Sheriff: Review of 2016 department budget.
  - i. To approve a technical amendment to create a new special revenue fund in 2016 for Fire Investigation Task Force.
  - ii. To approve the Sheriff's budget.
    - a. Resolution Approving New or Deleted Positions during the 2016 Budget Process – Sheriff's Department. To approve. See Resolutions, Ordinances November County Board.

A motion was made by Supervisor Buckley and seconded by Supervisor La Violette **“to adopt.”**

A motion was made by Vice Chair Lund and seconded by Supervisor Landwehr **“to suspend the rules to allow interested parties to address the Board”**. Voice vote taken. Motion carried unanimously with no abstentions. Nobody addressed the Board.

A motion was made by Supervisor Nicholson and seconded by Supervisor Landwehr **“to return to the regular order of business”**. Voice vote taken. Motion carried unanimously with no abstentions.

Following discussion, a voice vote was taken on Supervisor Buckley's motion. Voice vote taken. Motion carried unanimously with no abstentions.

**No. 13 -- Resolutions, Ordinances:**

**No. 13a -- RESOLUTION RE: APPROVING NEW OR DELETED POSITIONS DURING THE 2016 BUDGET PROCESS (ADMINISTRATION)**

TO THE HONORABLE CHAIRMAN AND MEMBERS  
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

**WHEREAS**, a New Position or Position Deletion Request was submitted by the Administration Department during the 2016 budget process; and

**WHEREAS**, the Human Resources Department has reviewed the request with the department; and

**WHEREAS**, the department has evaluated the workload to support the new changes and has identified positions to be added and eliminated from the table of organization; and

**WHEREAS**, the department has requested to delete the following vacant positions as they are no longer needed: delete (1.00) FTE LTE Accountant, delete (1.00) FTE LTE Account Clerk, delete (1.00) FTE LTE Project Manager; and

**WHEREAS**, the department has requested to add 1.00 FTE LTE Public Information Officer to manage the workload that will be contracted by a local non-profit to run the NEW EYE Program which will oversee the video production and management of area municipalities public access stations; and

**WHEREAS**, the department has requested to reclassify the 1.00 FTE LTE Project Team position. Due to eliminating the LTE Project Manager position, the LTE Project Team position will assume some higher level duties and will focus on the continuous Logos/Kronos project; and

**WHEREAS**, the Human Resources department in conjunction with the Administration department recommend the reclassification of the LTE Project Team from \$25.62 per hour to \$31.42 per hour.

**NOW, THEREFORE, BE IT RESOLVED**, by the Brown County Board of Supervisors, the Administration department table of organization be changed by deleting (1.00) FTE LTE Accountant, deleting, (1.00) FTE LTE Account Clerk and deleting (1.00) FTE LTE Project Manager; requested through the 2016 budget process to be effective January 1, 2016.

**BE IT FURTHER RESOLVED**, the reclassification of the LTE Project Team position from \$25.62 per hour to \$31.42 per hour; requested through the 2016 budget process to be effective January 1, 2016.

**Budget Impact:**

<b>Position Title</b>	<b>FTE</b>	<b>Addition/ Deletion</b>	<b>Salary</b>	<b>Fringe</b>	<b>Total</b>
LTE Accountant	(1.00)	Deletion	\$( 50,254)	\$(15,877)	\$( 66,131)
LTE Account Clerk	(1.00)	Deletion	\$( 32,787)	\$(13,336)	\$( 46,123)
LTE Project Manager	(1.00)	Deletion	\$( 79,887)	\$(20,546)	\$(100,433)
LTE Public Information Officer	1.00	Addition	\$ 50,457	\$ 16,263	\$ 66,720
Reclassification:					
LTE Project Team @	(1.00)	Deletion	\$( 53,292)	\$(16,319)	\$( 69,611)
\$25.62/hour	1.00	Addition	\$ 65,354	\$ 9,509	\$ 74,863
LTE Project Team @					
\$31.42/hour					
<b>Total 2016 Budget Impact (Administration)</b>			<b>\$(100,409)</b>	<b>\$(40,306)</b>	<b>\$(140,715)</b>

**Budget Impact:** The fiscal change of this resolution is reflected in the 2016 budget.

Respectfully submitted,

ADMINISTRATION COMMITTEE  
EXECUTIVE COMMITTEE

Authored by Human Resources

Approved as to form by Corporation Counsel

A motion was made by Supervisor Schadewald and seconded by Supervisor La Violette “**to adopt.**” Voice vote taken. Motion carried unanimously with no abstentions.

Approved by: \_\_\_\_\_/s/ Troy Streckenbach\_\_\_\_\_

Date: 11/13/2015

**ATTACHMENT TO RESOLUTION #13A**  
**ON THE FOLLOWING PAGE**

## RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

**DATE:** October 12, 2015  
**REQUEST TO:** Administration Committee  
**MEETING DATE:** October 22, 2015  
**REQUEST FROM:** Warren Kraft  
Human Resources Director

**REQUEST TYPE:** ☒ New resolution ☐ Revision to resolution  
☐ New ordinance ☐ Revision to ordinance

**TITLE:** Resolution Approving New or Deleted Positions During the 2016 Budget Process for the Administration Department

### **ISSUE/BACKGROUND INFORMATION:**

A New Position or Position Deletion Request was submitted by the Administration Department during the 2016 budget process.

### **ACTION REQUESTED:**

Make the following changes to the Administration Department table of organization:

- Delete (1.00) FTE LTE Accountant
- Delete (1.00) FTE LTE Account Clerk
- Delete (1.00) FTE LTE Project Manager
- Add (1.00) FTE LTE Public Information Officer
- Reclassification of 1.00 FTE LTE Project Team @ \$25.62/hour to 1.00 FTE LTE Project Team @ \$31.42/hour

### **FISCAL IMPACT:**

**NOTE:** *This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.*

1. Is there a fiscal impact? ☒ Yes ☐ No
  - a. If yes, what is the amount of the impact? Savings of (\$140,715)
  - b. If part of a bigger project, what is the total amount of the project? \$ \_\_\_\_\_
  - c. Is it currently budgeted? ☒ Yes ☐ No It is reflected in the 2016 budget.
    1. If yes, in which account? \_\_\_\_\_
    2. If no, how will the impact be funded? \_\_\_\_\_

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

**No. 13b -- RESOLUTION RE: APPROVING NEW OR DELETED POSITIONS DURING THE 2016 BUDGET PROCESS (COUNTY CLERK)**

TO THE HONORABLE CHAIRMAN AND MEMBERS  
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

**WHEREAS**, a New Position or Position Deletion Request was submitted by the County Clerk's Office during the 2016 budget process; and

**WHEREAS**, the Human Resources Department has reviewed the request with the department; and

**WHEREAS**, the department has evaluated the workload to support the new changes and has identified positions to be added and eliminated from the table of organization; and

**WHEREAS**, the department has requested the reclassification of 0.30 FTE LTE Clerk/Typist I to 0.40 FTE Clerk/Typist I due to the increased workload during the 2016 election year.

**NOW, THEREFORE, BE IT RESOLVED**, by the Brown County Board of Supervisors, the County Clerk table of organization be changed by reclassifying the 0.30 FTE LTE Clerk/Typist I to 0.40 FTE Clerk/Typist I; requested through the 2016 budget process to be effective January 1, 2016.

**Budget Impact:**

Position Title	FTE	Addition/ Deletion	Salary	Fringe	Total
Reclassification:					
LTE Clerk/Typist I	(0.30)	Deletion	\$( 8,689)	\$(1,265)	\$( 9,954)
Clerk/Typist I	0.40	Addition	\$ 12,358	\$ 1,797	\$ 14,155
<b>Total 2016 Budget Impact (County Clerk)</b>			<b>\$ 3,669</b>	<b>\$ 532</b>	<b>\$ 4,201</b>

**Budget Impact:** The fiscal change of this resolution is reflected in the 2016 budget.

Respectfully submitted,  
ADMINISTRATION COMMITTEE  
EXECUTIVE COMMITTEE

Authored by Human Resources  
Approved as to form by Corporation Counsel

A motion made was made by Supervisor Clancy and seconded by Supervisor Campbell "to adopt." Voice vote taken. Motion carried unanimously with no abstentions.

Approved by: /s/ Troy Streckenbach

Date: 11/13/2015

**ATTACHMENT TO RESOLUTION #13B**  
**ON THE FOLLOWING PAGE**

## RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

**DATE:** October 12, 2015  
**REQUEST TO:** Administration Committee  
**MEETING DATE:** October 22, 2015  
**REQUEST FROM:** Warren Kraft  
Human Resources Director

**REQUEST TYPE:** ☒ New resolution ☐ Revision to resolution  
☐ New ordinance ☐ Revision to ordinance

**TITLE:** Resolution Approving New or Deleted Positions During the 2016 Budget Process for the County Clerk

### **ISSUE/BACKGROUND INFORMATION:**

A New Position or Position Deletion Request was submitted by the County Clerk's Office during the 2016 budget process.

### **ACTION REQUESTED:**

Make the following changes to the County Clerk table of organization:

- Reclassification of 0.30 FTE LTE Clerk/Typist I to 0.40 FTE Clerk/Typist I

### **FISCAL IMPACT:**

**NOTE:** *This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.*

2. Is there a fiscal impact? ☒ Yes ☐ No
- a. If yes, what is the amount of the impact? \$4,201
- b. If part of a bigger project, what is the total amount of the project? \$\_\_\_\_\_
- c. Is it currently budgeted? ☒ Yes ☐ No It is reflected in the 2016 budget.
1. If yes, in which account? \_\_\_\_\_
2. If no, how will the impact be funded? \_\_\_\_\_

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**



**No. 13c --     RESOLUTION RE: APPROVING NEW OR DELETED POSITIONS DURING  
THE 2016 BUDGET PROCESS (HUMAN RESOURCES)**

TO THE HONORABLE CHAIRMAN AND MEMBERS  
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

**WHEREAS**, a New Position or Position Deletion Request was submitted by the Human Resources Department during the 2016 budget process; and

**WHEREAS**, the department has evaluated the workload to support the new changes and has identified positions to be added and eliminated from the table of organization; and

**WHEREAS**, following a review of the Human Resources department and the needs of the departments they serve, it was determined that by combining the safety and analyst duties into one position, it would enable the department to better serve the County's departments; and

**WHEREAS**, the department has requested the reclassification of 1.00 FTE Safety Coordinator to 1.00 FTE Human Resources Analyst/Safety in Pay Grade 13 of the Classification and Compensation Plan.

**NOW, THEREFORE, BE IT RESOLVED**, by the Brown County Board of Supervisors, the Human Resources table of organization be changed by reclassifying 1.00 FTE Safety Coordinator to 1.00 FTE Human Resources Analyst/Safety in Pay Grade 13 of the Classification and Compensation Plan; requested through the 2016 budget process to be effective January 1, 2016.

**Budget Impact:**

Position Title	FTE	Addition/ Deletion	Salary	Fringe	Total
Reclassification: Safety Coordinator	(1.00)	Deletion	\$(55,076)	\$(23,312)	\$(78,388)
Human Resources Analyst/Safety	1.00	Addition	\$ 55,076	\$ 23,312	\$ 78,388
<b>Total 2016 Budget Impact (Human Resources)</b>			<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>

**Budget Impact:** *The fiscal change of this resolution is reflected in the 2016 budget.*

Respectfully submitted,  
ADMINISTRATION COMMITTEE  
EXECUTIVE COMMITTEE

Authored by Human Resources  
Approved as to form by Corporation Counsel

Motion was made by Supervisor Kaye and seconded by Supervisor Blom **“to adopt.”** Vote taken. Roll Call #13c(1):

Ayes: De Wane, Hoyer, Gruszynski, Erickson, Buckley, Dantine, La Violette, Jamir, Clancy, Blom, Schadewald, Lund, Fewell

Nays: Sieber, Nicholson, Haefs, Zima, Evans, Kaye, Landwehr, Katers, Kaster, Van Dyck, Robinson, Campbell, Moynihan

Total Ayes: 13                      Total Nays: 13

Motion Failed.

Following, a motion was made by Supervisor Zima and seconded by Supervisor Landwehr, **“to strike the Human Resource Analyst portion of the position and leave only as Safety Coordinator.”** After a lengthy discussion with Warren Kraft, Human Resource Director, and Chad Weininger, Director of Administration, Supervisor Zima withdrew his motion.

A motion was made by Supervisor Van Dyck and seconded by Supervisor Hoyer **“to reconsider Supervisor Van Dyck’s Nay vote.”** After discussion, the Board decided to revote on the resolution as originally presented. Vote taken. Roll Call #13c(2):

Ayes: Sieber, De Wane, Hoyer, Gruszynski, Haefs, Erickson, Kaye, Buckley, Landwehr, Dantine, La Violette, Katers, Van Dyck, Jamir, Robinson, Clancy, Campbell, Blom, Schadewald, Lund, Fewell

Nays: Nicholson, Zima, Evans, Kaster, Moynihan

Total Ayes: 21                      Total Nays: 5

Motion Carried.

Approved by:           /s/ Troy Streckenbach                                Date: 11/13/2015

**ATTACHMENT TO RESOLUTION #13C**  
**ON THE FOLLOWING PAGE**

## RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

**DATE:** October 12, 2015  
**REQUEST TO:** Administration Committee  
**MEETING DATE:** October 22, 2015  
**REQUEST FROM:** Warren Kraft  
Human Resources Director

**REQUEST TYPE:** ☒ New resolution ☐ Revision to resolution  
☐ New ordinance ☐ Revision to ordinance

**TITLE:** Resolution Approving New or Deleted Positions During the 2016 Budget Process for Human Resources

### **ISSUE/BACKGROUND INFORMATION:**

A New Position or Position Deletion Request was submitted by Human Resources during the 2016 budget process.

### **ACTION REQUESTED:**

Make the following changes to the Human Resources table of organization:

- Reclassification of 1.00 FTE Safety Coordinator to 1.00 FTE Human Resources Analyst/Safety in Pay Grade 13 of the Classification and Compensation Plan

### **FISCAL IMPACT:**

**NOTE:** *This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.*

3. Is there a fiscal impact? ☒ Yes ☒ No
- a. If yes, what is the amount of the impact? \$ \_\_\_\_\_
- b. If part of a bigger project, what is the total amount of the project? \$ \_\_\_\_\_
- c. Is it currently budgeted? ☒ Yes ☐ No It is reflected in the 2016 budget.
1. If yes, in which account? \_\_\_\_\_
2. If no, how will the impact be funded? \_\_\_\_\_

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

**No. 13d -- RESOLUTION RE: APPROVING NEW OR DELETED POSITIONS DURING THE 2016 BUDGET PROCESS (TECHNOLOGY SERVICES)**

TO THE HONORABLE CHAIRMAN AND MEMBERS  
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

**WHEREAS**, a New Position or Position Deletion Request was submitted by the Technology Services Department during the 2016 budget process; and

**WHEREAS**, the Human Resources Department has reviewed the request with the department; and

**WHEREAS**, the department has evaluated the workload to support the new changes and has identified positions to be added and eliminated from the table of organization; and

**WHEREAS**, the department currently has a vacant 1.00 FTE Network Support Specialist and a vacant 1.00 FTE Service Desk Specialist. The department has requested to delete these positions and add 1.00 FTE SharePoint Administrator/Developer responsible for the countywide implementation of SharePoint and the ongoing development of the environment. If the new SharePoint position isn't added, it would be necessary for the department to fill the vacant positions; and

**WHEREAS**, the Human Resources department in conjunction with Technology Services recommend the deletion of (1.00) FTE Network Support Specialist, deletion of (1.00) FTE Service Desk Specialist and the addition of 1.00 FTE SharePoint Administrator/Developer in Pay Grade 7 of the Classification and Compensation Plan; and

**WHEREAS**, the department has requested to add 1.00 FTE IT Administrative Communication Coordinator to replace the Office Manager position that was eliminated in the 2014 budget. Based on department workload, this position is necessary to perform key department functions including coordinating Technology Services related communications, making webpage updates, assisting with budget activities and day-to-day department operations and preparing department reports; and

**WHEREAS**, the Human Resources department in conjunction with Technology Services recommend the addition of 1.00 FTE IT Administrative Communication Coordinator in Pay Grade 14 of the Classification and Compensation Plan; and

**WHEREAS**, the department has requested that 1.00 FTE IT Client Support Specialist position currently classified in Pay Grade 14 in the Network Support Clerk classification be reclassified to Pay Grade 12 in the Programmer classification as an Enterprise Systems Analyst II position; and

**WHEREAS**, the department has requested that 2.00 FTE Network Support Specialist positions currently classified in Pay Grade 13 be reclassified to Pay Grade 12 in the Programmer classification as Enterprise Systems Analyst II positions.

**NOW, THEREFORE, BE IT RESOLVED**, by the Brown County Board of Supervisors, the Technology Services table of organization be changed by deleting (1.00) FTE Network Support Specialist, deleting (1.00) FTE Service Desk Specialist, adding 1.00 FTE SharePoint

Administrator/Developer in Pay Grade 7 of the Classification and Compensation Plan and adding 1.00 FTE IT Administrative Communication Coordinator in Pay Grade 14 of the Classification and Compensation Plan, requested through the 2016 budget process to be effective January 1, 2016.

**BE IT FURTHER RESOLVED**, that 1.00 FTE IT Client Support Specialist in Pay Grade 14 in the Network Support Clerk classification be reclassified to Pay Grade 12 in the Programmer classification as an Enterprise Systems Analyst II position, requested through the 2016 budget process to be effective January 1, 2016.

**BE IT FURTHER RESOLVED**, that 2.00 FTE Network Support Specialist positions classified in Pay Grade 13 be reclassified to Pay Grade 12 in the Programmer classification as Enterprise Systems Analyst II positions, requested through the 2016 budget process to be effective January 1, 2016.

**Budget Impact:**

Position Title	FTE	Addition/ Deletion	Salary	Fringe	Total
Network Support Specialist	(1.00)	Deletion	\$( 56,035)	\$(20,529)	\$( 76,564)
Service Desk Specialist	(1.00)	Deletion	\$( 30,950)	\$(15,165)	\$( 46,115)
SharePoint Developer/Administrator	1.00	Addition	\$ 74,620	\$ 21,182	\$ 95,802
IT Administrative Communication Coordinator	1.00	Addition	\$ 41,355	\$ 16,216	\$ 57,571
Reclassification: IT Client Support Specialist, PG 14	(1.00)	Deletion	\$( 46,009)	\$(21,843)	\$( 67,852)
Enterprise Systems Analyst II, PG 12	1.00	Addition	\$ 50,905	\$ 22,573	\$ 73,478
Reclassification: Network Support Specialist, PG 13	(2.00)	Deletion	\$(115,758)	\$(38,643)	\$(154,401)
Enterprise Systems Analyst II, PG 12	2.00	Addition	\$ 115,758	\$ 38,643	\$ 154,401
<b>Total 2016 Budget Impact (Technology Services)</b>			<b>\$ 33,886</b>	<b>\$ 2,434</b>	<b>\$ 36,320</b>

**Budget Impact:** The fiscal change of this resolution is reflected in the 2016 budget.

Respectfully submitted,  
ADMINISTRATION COMMITTEE  
EXECUTIVE COMMITTEE

Approved as to form by Corporation Counsel  
Authored by Human Resources

A motion was made by Supervisor Sieber and seconded by Supervisor Fewell **“to adopt.”**

Following, there was an interruption to item 13d at this time. A motion was made by Supervisor Evans and seconded by Vice Chair Lund **“to suspend the rules to allow the public to address the Board.”** Voice vote taken. Motion carried unanimously with no abstentions.

Shawn & Wenzday Neher, 1305 Portside Lane, addressed the Board regarding their vote to support Medical Examiner Services with Dane County.

A motion was made by Supervisor Sieber and seconded by Supervisor Fewell **“to return to the regular order of business”** regarding item 13d. Voice vote taken. Motion carried unanimously with no abstentions.

Following discussion, voice vote taken on Supervisor Sieber’s motion **“to adopt”** item 13d. Voice vote taken. Motion carried unanimously with no abstentions.

Approved by:           /s/ Troy Streckenbach          

Date: 11/13/2015

**ATTACHMENT TO RESOLUTION #13D**  
**ON THE FOLLOWING PAGE**

## RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

**DATE:** October 12, 2015 \*\* Amended 10/21/15 \*\*

**REQUEST TO:** Administration Committee

**MEETING DATE:** October 22, 2015

**REQUEST FROM:** Warren Kraft  
Human Resources Director

**REQUEST TYPE:** ☒ New resolution ☐ Revision to resolution  
☐ New ordinance ☐ Revision to ordinance

**TITLE:** Resolution Approving New or Deleted Positions During the 2016 Budget Process for the Technology Services Department

### **ISSUE/BACKGROUND INFORMATION:**

A New Position or Position Deletion Request was submitted by the Technology Services Department during the 2016 budget process.

### **ACTION REQUESTED:**

Make the following changes to the Technology Services table of organization:

- Delete (1.00) FTE Network Support Specialist
- Delete (1.00) FTE Service Desk Specialist
- Add 1.00 FTE SharePoint Developer/Administrator
- Add 1.00 FTE IT Administrative Communication Coordinator
- Delete (1.00) FTE IT Client Support Specialist
- Add 1.00 FTE Enterprise Systems Analyst II
- Delete (2.00) FTE Network Support Specialist
- Add 2.00 FTE Enterprise Systems Analyst II

### **FISCAL IMPACT:**

**NOTE:** This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

4. Is there a fiscal impact? ☒ Yes ☐ No

a. If yes, what is the amount of the impact? \$36,320

b. If part of a bigger project, what is the total amount of the project? \$\_\_\_\_\_

c. Is it currently budgeted? ☒ Yes ☐ No It is reflected in the 2016 budget.

1. If yes, in which account? \_\_\_\_\_

2. If no, how will the impact be funded? \_\_\_\_\_

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

**No. 13e --     RESOLUTION RE:  APPROVING NEW OR DELETED POSITIONS DURING  
THE 2016 BUDGET PROCESS (NEW ZOO AND PARK MANAGEMENT)**

TO THE HONORABLE CHAIRMAN AND MEMBERS  
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

**WHEREAS**, a New Position or Position Deletion Request was submitted by the Zoo and Park Management Department during the 2016 budget process; and

**WHEREAS**, the Human Resources Department has reviewed the request with the department; and

**WHEREAS**, the department has evaluated the workload to support the new changes and has identified positions to be added and eliminated from the table of organization; and

**WHEREAS**, the Zoo has requested to decrease the Public Safety Officer position from 0.50 FTE to 0.25 FTE because the Guest Services staff has provided safety duties on a daily basis. This change would allow an increase in the Concessionaire I hours by 520 and would allow additional hours for train and carrousel operations and revenue generating activities; and

**WHEREAS**, the Zoo has requested to increase the Zoo Educator position from 0.60 FTE to 0.80 FTE to meet the demand for booking programs which generate revenue; and

**WHEREAS**, the Parks division has requested to add 640 hours to the Seasonal Park Worker staff to assist with general trail and park maintenance. The State has increased the annual trail pass fee by \$5.00/year so this cost will be funded by the Rail-Trail Account; and

**WHEREAS**, the Zoo and Park Management Department recommends these changes to the table of organization:

**Zoo:**

Public Safety Officer	(0.50)	Deletion
Public Safety Officer	0.25	Addition
Concessionaire I	520	Addition
	hours	
Zoo Educator	(0.60)	Deletion
Zoo Educator	0.80	Addition

**Parks:**

Seasonal Park Worker	640	Addition
	hours	

**NOW, THEREFORE, BE IT RESOLVED**, by the Brown County Board of Supervisors, the Zoo and Park Management table of organization be changed by deleting (0.50) FTE Public Safety Officer and adding 0.25 FTE Public Safety Officer, adding 520 Concessionaire I hours, deleting (0.60) FTE Zoo Educator and adding 0.80 FTE Zoo Educator and adding 640 Seasonal Park Worker hours; requested through the 2016 budget process to be effective January 1, 2016.



**Budget Impact:**

Position Title	FTE	Addition/ Deletion	Salary	Fringe	Total
<b>Zoo:</b>					
Public Safety Officer	(0.50)	Deletion	\$(10,660)	\$ ( 985)	\$(11,645)
Public Safety Officer	0.25	Addition	\$ 5,330	\$ 491	\$ 5,821
Concessionaire I	520 hours	Hours	\$ 4,116	\$ 382	\$ 4,498
Zoo Educator	(0.60)	Deletion	\$(10,850)	\$(1,002)	\$(11,852)
Zoo Educator	0.80	Addition	\$ 14,560	\$ 1,343	\$ 15,903
<b>Total 2016 Budget Impact (Zoo)</b>			<b>\$ 2,496</b>	<b>\$ 229</b>	<b>\$ 2,725</b>

<b>Parks:</b>					
Seasonal Park Worker	640 hours	Addition	\$ 6,559	\$ 1,022	\$ 7,581
<b>Total 2016 Budget Impact (Parks)</b>			<b>\$ 6,559</b>	<b>\$ 1,022</b>	<b>\$ 7,581</b>

**Budget Impact:** The fiscal change of this resolution is reflected in the 2016 budget.

Respectfully submitted,  
EDUCATION & RECREATION COMMITTEE  
EXECUTIVE COMMITTEE

Authored by Human Resources  
Approved as to form by Corporation Counsel

A motion was made by Supervisor De Wane and seconded by Supervisor Gruszynski **“to adopt.”** Voice vote taken. Motion carried with no abstentions.

Approved by:           /s/ Troy Streckenbach          

Date: 11/13/2015

**ATTACHMENT TO RESOLUTION #13E**  
**ON THE FOLLOWING PAGE**

## RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

**DATE:** September 28, 2015  
**REQUEST TO:** Education & Recreation Committee  
**MEETING DATE:** October 8, 2015  
**REQUEST FROM:** Warren Kraft  
Human Resources Director

**REQUEST TYPE:** ☒ New resolution ☐ Revision to resolution  
☐ New ordinance ☐ Revision to ordinance

**TITLE:** Resolution Approving New or Deleted Positions During the 2016 Budget Process for the Zoo and Park Management Department

### **ISSUE/BACKGROUND INFORMATION:**

A New Position or Position Deletion Request was submitted by the Zoo and Park Management Department during the 2016 budget process.

### **ACTION REQUESTED:**

Make the following changes to the Zoo and Park Management Department table of organization:

#### Zoo

- Delete (0.50) FTE Public Safety Officer
- Add 0.25 FTE Public Safety Officer
- Add 520 Concessionaire I hours
- Delete (0.60) FTE Zoo Educator
- Add 0.80 FTE Zoo Educator

#### Parks

- Add 640 Seasonal Park Worker hours

### **FISCAL IMPACT:**

**NOTE:** This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

5. Is there a fiscal impact? ☒ Yes ☐ No
- a. If yes, what is the amount of the impact? \$2,725 Zoo / \$7,581 Parks
- b. If part of a bigger project, what is the total amount of the project? \$ \_\_\_\_\_
- c. Is it currently budgeted? ☒ Yes ☐ No It is reflected in the 2016 budget.
1. If yes, in which account? \_\_\_\_\_
2. If no, how will the impact be funded? \_\_\_\_\_

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

No. 13f -- **RESOLUTION RE: ESTABLISHING THE SALARIES OF CERTAIN ELECTIVE OFFICIALS COUNTY BOARD CHAIR, VICE-CHAIR, COMMITTEE CHAIR, AND SUPERVISORS**

TO THE HONORABLE CHAIRMAN AND MEMBERS  
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

**WHEREAS**, County Code requires that compensation for certain elective County officials be established by the Brown County Board of Supervisors before the earliest time for filing nomination papers for such elective offices; and,

**WHEREAS**, the current Brown County Board of Supervisors includes the Chair, Vice-Chair and Supervisors. It is recommended the position of Committee Chair be added; and

**WHEREAS**, the Brown County Board of Supervisors in compliance with County Code desires to set the compensation for the Brown County Board Chair, Vice-Chair, Committee Chair and Supervisors.

**NOW, THEREFORE, BE IT RESOLVED** that the Brown County Board of Supervisors approves the addition of the Committee Chair position.

**BE IT FURTHER RESOLVED** that the Brown County Board of Supervisors does hereby establish the total annual compensation for the County Board Chair, Vice-Chair, Committee Chair and Supervisors effective the first day of a term of office that begins after the date this resolution is adopted as follows:

Year	Chair	Vice-Chair	Committee Chair	Supervisors
04/2014 – 04/2016	\$11,406	\$9,406	--	\$7,956
04/2016 – 04/2018	\$11,400	\$9,400	*\$8,400	\$8,000 *\$7,956*

*Fiscal Note: The fiscal change of this resolution is reflected in the 2016 budget.*

\*As amended per the County Board Meeting 11-4-2015

Respectfully submitted,  
EXECUTIVE COMMITTEE

Authored by Human Resources  
Approved as to form by Corporation Counsel

A motion was made by Supervisor Kaye and seconded by Supervisor La Violette **“to adopt.”**

Supervisor Schadewald requested that each position salary be voted on separately through a roll call vote. **(2/3 vote required)**

**Chair Salary at \$11,400:** Roll Call 13f(1):

Ayes: Sieber, De Wane, Nicholson, Hoyer, Haefs, Erickson, Zima, Evans, Kaye, Buckley, Landwehr, Dantine, La Violette, Katers, Kaster, Van Dyck, Jamir, Robinson, Clancy, Campbell, Moynihan, Blom, Lund, Fewell

Nays: Gruszynski, Schadewald

Total Ayes: 24                      Total Nays: 2

Motion Carried.

**Vice-Chair Salary at \$9,400:** Roll Call 13f(2):

Ayes: Sieber, De Wane, Nicholson, Hoyer, Haefs, Erickson, Zima, Evans, Kaye, Buckley, Landwehr, Dantine, La Violette, Katers, Kaster, Van Dyck, Jamir, Robinson, Clancy, Campbell, Moynihan, Blom, Lund, Fewell

Nays: Gruszynski, Schadewald

Total Ayes: 24                      Total Nays: 2

Motion Carried.

**Committee Chair Salary at \$8,400:** Roll Call 13f(3):

Ayes: Haefs, Erickson, Zima, Evans, La Violette, Van Dyck, Clancy, Moynihan, Lund, Fewell

Nays: Sieber, De Wane, Nicholson, Hoyer, Gruszynski, Kaye, Buckley, Landwehr, Dantine, Katers, Kaster, Jamir, Robinson, Campbell, Blom, Schadewald

Total Ayes: 10                      Total Nays: 16

Motion Failed.

**Supervisors Salary at \$8,000:** Roll Call 13f(4):

Ayes: De Wane, Haefs, Erickson, Zima, Evans, Buckley, Landwehr, La Violette, Katers, Van Dyck, Clancy, Campbell, Moynihan, Lund

Nays: Sieber, Nicholson, Hoyer, Gruszynski, Kaye, Dantine, Kaster, Jamir, Robinson, Blom, Schadewald, Fewell

Total Ayes: 14                      Total Nays: 12

2/3 vote required. Motion Failed.

Following, a motion was made by Supervisor Robinson and seconded by Supervisor Clancy **“to maintain the Supervisor salary at \$7,956.”** Vote taken. Roll Call 13f(5):

Ayes: Sieber, De Wane, Nicholson, Hoyer, Gruszynski, Haefs, Erickson, Zima, Evans, Kaye, Landwehr, Dantine, Katers, Kaster, Jamir, Robinson, Clancy, Campbell, Moynihan, Blom, Schadewald, Lund, Fewell

Nays: Buckley, La Violette, Van Dyck

Total Ayes: 23 Total Nays: 3

Motion Carried.

Approved by: /s/ Troy Streckenbach Date: 11/13/2015

**ATTACHMENT TO RESOLUTION #13F**  
**ON THE FOLLOWING PAGE**

## RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

**DATE:** October 26, 2015  
**REQUEST TO:** Executive Committee  
**MEETING DATE:** October 26, 2015  
**REQUEST FROM:** Warren Kraft  
Human Resources Director

**REQUEST TYPE:** ☒ New resolution ☐ Revision to resolution  
☐ New ordinance ☐ Revision to ordinance

**TITLE:** Resolution Regarding Establishing the Compensation of Certain Elective Officials – County Board Chair, Vice-Chair, Committee Chair and Supervisors

### **ISSUE/BACKGROUND INFORMATION:**

Brown County Code requires that compensation for certain elective County officials be established by the Brown County Board of Supervisors before the earliest time for filing nomination papers for such elective offices.

### **ACTION REQUESTED:**

Establish the salaries for the Brown County Board Chair, Vice-Chair, Committee Chair and Supervisors for the April, 2016 – April, 2018 term.

### **FISCAL IMPACT:**

**NOTE:** *This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.*

6. Is there a fiscal impact? ☒ Yes ☐ No
- a. If yes, what is the amount of the impact? It is reflected in the 2016 budget.
- b. If part of a bigger project, what is the total amount of the project? \$\_\_\_\_\_
- c. Is it currently budgeted? ☐ Yes ☒ No
1. If yes, in which account? \_\_\_\_\_
2. If no, how will the impact be funded? \_\_\_\_\_

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

No. 13g -- **RESOLUTION RE: APPROVING NEW OR DELETED POSITIONS DURING THE 2016 BUDGET PROCESS (HUMAN SERVICES – COMMUNITY PROGRAMS)**

TO THE HONORABLE CHAIRMAN AND MEMBERS  
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

**WHEREAS**, a New Position or Position Deletion Request was submitted by the Human Services – Community Programs Department during the 2016 budget process; and

**WHEREAS**, the Human Resources Department has reviewed the request with the department; and

**WHEREAS**, the department has evaluated the workload to support the new changes and has identified positions to be added and eliminated from the table of organization; and

**WHEREAS**, the department has requested to delete (1.00) FTE LTE Clerk II and delete (0.25) FTE Economic Support Specialist II positions; and

**WHEREAS**, the department has requested to add 1.00 FTE Behavioral Health Clinician to assist in caseload management for mental health provision and to reduce the wait for services in Comprehensive Community Services (CCS) and Children's Long Term Support (CLTS); and

**WHEREAS**, the department has requested to add 2.00 FTE Social Worker/Case Manager for Teen Pals – Children Youth and Families. This position is responsible for recruitment, training and facilitation of teen services for Brown County to ensure Wisconsin State Statutes 48, 51 and 938 are abided by to provide mandated services for individuals that have aged out of the foster care system in the 18-25 year age range; and

**WHEREAS**, the department has requested to add 3.00 FTE Social Worker/Case Managers – Child Protection to assist in caseload management for State mandated Initial Assessment Services and for Ongoing Services; and

**WHEREAS**, the department has requested to add 1.00 FTE Social Worker Supervisor – Child Protection to assist in caseload management for State mandated Initial Assessment Services; and

**WHEREAS**, the department has requested to add 1.00 FTE Clinical Social Worker for the outpatient behavioral health area to enable the outpatient clinic to complete assessments thereby decreasing the wait list to access the Psychiatrist and the Intensive-Outpatient AODA Program. This position would also provide support to other programs in the role of Mental Health Professional or Psychotherapist, whichever is needed; and

**WHEREAS**, the department has requested to add 1.00 FTE Clinical Social Worker to serve as a liaison between Human Services and the Brown County Jail to provide services to individuals with mental health issues that are otherwise disconnected from mental health services. This is currently an unmet need in the community. This position will serve as a liaison

between Human Services and the Jail to connect individuals with mental health resources as they transition from the Jail to the community thereby reducing the re-entry numbers; and

**WHEREAS**, the department has requested to add 1.00 FTE Economic Support Supervisor due to significantly increased Economic Support caseload. Additional performance and quality measures required by the State make it necessary for more extensive monitoring, evaluating, training and adjusting of processes and procedures to ensure compliance with federal and state regulations and mandates; and

**WHEREAS**, the department has requested to add 1.00 FTE Systems Specialist to function as a business analyst focusing on lean data process improvements. This position is needed to facilitate a seamless roll-out of the Netsmart Avatar software agency-wide and to provide ongoing troubleshooting support and to run relevant reports; and

**WHEREAS**, the department has requested to delete the following positions due to the Long Term Care layoffs: delete (1.00) FTE Clerk I, delete (1.00) FTE Clerk II/Typist, delete (5.00) FTE Clerk IV/Data Control, delete (1.00) FTE Clerk IV, delete (4.00) Staff Nurse, delete (2.00) FTE Social Worker Supervisor, delete (1.00) FTE Administrative Secretary, delete (37.80) FTE Social Worker/Case Manager positions; and

**WHEREAS**, the department has requested the reclassification of 1.00 FTE Secretary – Outpatient position that is responsible for diagnostic coding and release of information. These duties require a specific skillset to assure compliance with correct coding for billing and reimbursement purposes and compliance with HIPAA, State and Federal law for release of protected health information. These duties are more aligned with a Registered Health Information Technician (RHIT) position. The current employee is performing RHIT duties and meets the qualifications of the RHIT position; and

**WHEREAS**, the Human Resources department in conjunction with the Human Services department, recommend the reclassification of 1.00 FTE Secretary – Outpatient in Pay Grade 17 of the Classification and Compensation Plan to a Registered Health Information Technician position in Pay Grade 14 of the Classification and Compensation Plan; and

**WHEREAS**, the department has requested to replace a vacant 1.00 FTE Advanced Practice Nurse Prescriber position in the Outpatient Unit that has been difficult to recruit for with a Staff Nurse with psychiatric nurse experience; and

**WHEREAS**, the Human Resources department in conjunction with the Human Services department recommend the reclassification of 1.00 FTE Advanced Practice Nurse Prescriber in Pay Grade 4 in the Classification and Compensation Plan to 1.00 Staff Nurse with psychiatric nurse experience in Pay Grade 9 in the Classification and Compensation Plan.

**WHEREAS**, the department has requested to delete (1.00) FTE Clerk II/Data Control position and create a 1.00 FTE Overpayment Specialist position to be placed in the Fraud Investigator Aide classification in Pay Grade 16 in the Classification and Compensation Plan.

**NOW, THEREFORE, BE IT RESOLVED**, by the Brown County Board of Supervisors, the Human Services – Community Programs table of organization be changed by deleting (1.00) FTE LTE Clerk II, deleting (0.25) FTE Economic Support Specialist II, adding 1.00 FTE Behavioral Health Clinician, adding 5.00 FTE Social Worker/Case Managers, adding 1.00 FTE Social Worker Supervisor, adding 2.00 FTE Clinical Social Workers, adding 1.00 FTE Economic



Support Supervisor, adding 1.00 FTE Systems Specialist, deleting (1.00) FTE Clerk I, deleting (1.00) FTE Clerk II/Typist, deleting (5.00) FTE Clerk IV/Data Control, deleting (1.00) FTE Clerk IV, deleting (4.00) FTE Staff Nurse, deleting (2.00) FTE Social Worker Supervisor, deleting (1.00) FTE Administrative Secretary and deleting (37.80) FTE Social Worker/Case Manager positions; requested through the 2016 budget process to be effective January 1, 2016.

**BE IT FURTHER RESOLVED**, the reclassification of 1.00 FTE Secretary – Outpatient in Pay Grade 17 of the Classification and Compensation Plan to 1.00 FTE Registered Health Information Technician (RHIT) position in Pay Grade 14 of the Classification and Compensation Plan; requested through the 2016 budget process to be effective January 1, 2016.

**BE IT FURTHER RESOLVED**, the reclassification of 1.00 FTE Advanced Practice Nurse Prescriber in Pay Grade 4 of the Classification and Compensation Plan to 1.00 FTE Staff Nurse with psychiatric nurse experience in Pay Grade 9 of the Classification and Compensation Plan; requested through the 2016 budget process to be effective January 1, 2016.

**BE IT FURTHER RESOLVED**, the deletion of (1.00) FTE Clerk II/Data Control position and the addition of 1.00 FTE Overpayment Specialist position in the Fraud Investigator Aide classification in Pay Grade 18 of the Classification and Compensation Plan; requested through the 2016 budget process to be effective January 1, 2016.

#### Budget Impact:

Position Title	FTE	Addition/ Deletion	Salary	Fringe	Total
LTE Clerk II	(1.00)	Deletion	\$ ( 27,889)	\$ ( 2,162)	\$ ( 30,051)
Economic Support Specialist II	(0.25)	Deletion	\$ ( 10,718)	\$ ( 831)	\$ ( 11,549)
Behavioral Health Clinician	1.00	Addition	\$ 54,262	\$ 18,143	\$ 72,405
Social Worker/Case Manager	2.00	Addition	\$ 80,064	\$ 33,222	\$ 113,286
Social Worker/Case Manager	3.00	Addition	\$ 143,172	\$ 53,619	\$ 196,791
Social Worker Supervisor	1.00	Addition	\$ 63,287	\$ 19,491	\$ 82,778
Clinical Social Worker	2.00	Addition	\$ 114,516	\$ 37,182	\$ 151,698
Economic Support Supervisor	1.00	Addition	\$ 50,634	\$ 17,601	\$ 68,235
Systems Specialist	1.00	Addition	\$ 55,979	\$ 18,401	\$ 74,380
Clerk I	(1.00)	Deletion			\$ ( 40,448)
Clerk II/Typist	(1.00)	Deletion			\$ ( 52,613)
Clerk IV/Data Control	(5.00)	Deletion			\$ ( 250,009)
Clerk IV	(1.00)	Deletion			\$ ( 47,673)
Staff Nurse	(4.00)	Deletion			\$ ( 306,121)
Social Worker Supervisor	(2.00)	Deletion			\$ ( 152,459)
Administrative Secretary	(1.00)	Deletion			\$ ( 58,605)
Social Worker/Case Manager	(37.80)	Deletion			\$(2,890,152)
Reclassification: Secretary – Outpatient, PG 17	(1.00)	Deletion	\$ ( 35,851)	\$(20,325)	\$ ( 56,176)
Registered Health Information Technician (RHIT), PG 14	1.00	Addition	\$ 40,954	\$ 21,085	\$ 62,039
Reclassification:					

Advanced Practice Nurse Prescriber, PG 4	(1.00)	Deletion	\$ ( 91,178)	\$(25,004)	\$( 116,182)
Staff Nurse, PG 9	1.00	Addition	\$ 51,159	\$ 19,750	\$ 78,909
Clerk II/Data Control	(1.00)	Deletion	\$( 27,997)	\$( 14,222)	\$( 42,219)
Overpayment Specialist, PG 18	1.00	Addition	\$ 36,313	\$ 15,464	\$ 51,777
<b>Total 2016 Budget Impact (Human Services – Community Programs)</b>					<b>\$(3,101,959)</b>

**Budget Impact:** *The fiscal change of this resolution is reflected in the 2016 budget.*

Respectfully submitted,  
HUMAN SERVICES COMMITTEE  
EXECUTIVE COMMITTEE

Authored by Human Resources  
Approved as to form by Corporation Counsel

A motion was made by Supervisor Hoyer and seconded by Supervisor Campbell **“to adopt.”**  
Voice vote taken. Motion carried unanimously with no abstentions.

Approved by:           /s/ Troy Streckenbach          

Date: 11/13/2015

**ATTACHMENT TO RESOLUTION #13G**  
**ON THE FOLLOWING PAGES**

## RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

**DATE:** October 12, 2015 \*\* Amended 10/29/15 \*\*

**REQUEST TO:** Human Services Committee

**MEETING DATE:** October 20, 2015

**REQUEST FROM:** Warren Kraft  
Human Resources Director

**REQUEST TYPE:** ☒ New resolution ☐ Revision to resolution  
☐ New ordinance ☐ Revision to ordinance

**TITLE:** Resolution Approving New or Deleted Positions During the 2016 Budget Process for Human Services – Community Programs

### **ISSUE/BACKGROUND INFORMATION:**

A New Position or Position Deletion Request was submitted by Human Services – Community Programs during the 2016 budget process.

### **ACTION REQUESTED:**

Make the following changes to the Human Services – Community Programs table of organization:

- Delete (1.00) FTE LTE Clerk II
- Delete (0.25) FTE Economic Support Specialist II
- Add 1.00 FTE Behavioral Health Clinician
- Add 5.00 FTE Social Worker/Case Manager
- Add 1.00 FTE Social Worker Supervisor
- Add 2.00 FTE Clinical Social Worker
- Add 1.00 FTE Economic Support Supervisor
- Add 1.00 FTE Systems Specialist
- Delete (1.00) FTE Clerk I
- Delete (1.00) FTE Clerk II/Typist
- Delete (5.00) FTE Clerk IV/Data Control
- Delete (1.00) FTE Clerk IV
- Delete (4.00) FTE Staff Nurse
- Delete (2.00) FTE Social Worker Supervisor
- Delete (1.00) FTE Administrative Secretary
- Delete (37.80) FTE Social Worker/Case Manager
- Reclassification of 1.00 FTE Secretary-Outpatient in Pay Grade 17 to 1.00 FTE Registered Health Information Technician in Pay Grade 14 of the Classification and Compensation Plan
- Reclassification of 1.00 FTE Advanced Practice Nurse Prescriber in Pay Grade 4 to 1.00 FTE Staff Nurse in Pay Grade 9 of the Classification and Compensation Plan
- Delete (1.00) FTE Clerk II/Data Control
- Add 1.00 FTE Overpayment Specialist

**FISCAL IMPACT:**

**NOTE:** *This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.*

7. Is there a fiscal impact?    ☒ Yes    ☐ No
- a. If yes, what is the amount of the impact?    Savings of (\$3,101,959)
- b. If part of a bigger project, what is the total amount of the project?    \$\_\_\_\_\_
- c. Is it currently budgeted?    ☒ Yes    ☐ No    It is reflected in the 2016 budget.
1. If yes, in which account?    \_\_\_\_\_
2. If no, how will the impact be funded?    \_\_\_\_\_

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

**No. 13h -- RESOLUTION RE: APPROVING NEW OR DELETED POSITIONS DURING THE 2016 BUDGET PROCESS (HUMAN SERVICES – COMMUNITY TREATMENT CENTER)**

TO THE HONORABLE CHAIRMAN AND MEMBERS  
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

**WHEREAS**, a New Position or Position Deletion Request was submitted by the Human Services – Community Treatment Center during the 2016 budget process; and

**WHEREAS**, the Human Resources Department has reviewed the request with the department; and

**WHEREAS**, the department has evaluated the workload to support the new changes and has identified positions to be eliminated from the table of organization; and

**WHEREAS**, the department has requested to delete the following vacant positions: delete (1.00) FTE Assistant Director of Nursing, delete (1.49) FTE Clerk/Receptionist, delete (1.00) FTE Staff Nurse and delete (0.70) FTE RN-Charge Nurse; and

**WHEREAS**, a resolution was approved on September 16, 2015, regarding the reorganization of positions at the Community Treatment Center. This resolution included the deletion of (3.90) FTE Nursing Assistant positions. It was determined that the correct number to delete should have been (3.50) FTE Nursing Assistant positions. To correct the table of organization, it is recommended that 0.40 FTE Nursing Assistant position be added to the table of organization.

**NOW, THEREFORE, BE IT RESOLVED**, by the Brown County Board of Supervisors, the Human Services – Community Treatment Center table of organization be changed by deleting (1.00) FTE Assistant Director of Nursing, deleting (1.49) FTE Clerk/Receptionist, deleting (1.00) FTE Staff Nurse, deleting (0.70) FTE RN Charge Nurse and adding 0.40 FTE Nursing Assistant positions; requested through the 2016 budget process to be effective January 1, 2016.

**Budget Impact:**

Position Title	FTE	Addition/ Deletion	Salary	Fringe	Total
Assistant Director of Nursing	(1.00)	Deletion	\$( 63,788)	\$(19,566)	\$( 83,354)
Clerk/Receptionist	(1.49)	Deletion	\$( 39,998)	\$(31,118)	\$( 71,116)
Staff Nurse	(1.00)	Deletion	\$( 53,452)	\$( 8,569)	\$( 62,021)
RN Charge Nurse	(0.70)	Deletion	\$( 38,678)	\$(16,045)	\$( 54,723)
Nursing Assistant	0.40	Addition	\$ 14,710	\$ 2,229	\$ 16,939
<b>Total 2016 Budget Impact (Human Services – Community Treatment Center)</b>			<b>\$(181,206)</b>	<b>\$(73,069)</b>	<b>\$(254,275)</b>

**Budget Impact:** The fiscal change of this resolution is reflected in the 2016 budget.

Respectfully submitted,  
HUMAN SERVICES COMMITTEE  
EXECUTIVE COMMITTEE

Authored by Human Resources  
Approved as to form by Corporation Counsel

A motion was made by Supervisor De Wane and seconded by Supervisor Evans **“to adopt.”**  
Roll Call Vote taken. Roll Call 13h(1):

Ayes: Sieber, Hoyer, Gruszynski, Haefs, Erickson, Zima, Evans, Kaye, Buckley, Landwehr,  
Dantinne, La Violette, Katers, Kaster, Van Dyck Jamir, Robinson, Clancy, Campbell,  
Moynihan, Blom, Schadewald, Lund, Fewell

Nays: Nicholson,

Excused: De Wane

Total Ayes:	24	Total Nays:	1	Excused:	1
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Motion Carried.

Approved by:           /s/ Troy Streckenbach                              Date: 11/13/2015

**ATTACHMENT TO RESOLUTION #13H**  
**ON THE FOLLOWING PAGES**

## RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

**DATE:** October 12, 2015 \*\* Amended 10-27-15 \*\*

**REQUEST TO:** Human Services Committee

**MEETING DATE:** October 20, 2015

**REQUEST FROM:** Warren Kraft  
Human Resources Director

**REQUEST TYPE:** ☒ New resolution ☐ Revision to resolution  
☐ New ordinance ☐ Revision to ordinance

**TITLE:** Resolution Approving New or Deleted Positions During the 2016 Budget Process for Human Services – Community Treatment Center

### **ISSUE/BACKGROUND INFORMATION:**

A New Position or Position Deletion Request was submitted by Human Services – Community Treatment Center during the 2016 budget process.

### **ACTION REQUESTED:**

Make the following changes to the Human Services – Community Treatment Center table of organization:

- Delete (1.00) FTE Assistant Director of Nursing
- Delete (1.49) FTE Clerk/Receptionist
- Delete (1.00) FTE Staff Nurse
- Delete (0.70) FTE RN Charge Nurse
- Add 0.40 FTE Nursing Assistant

### **FISCAL IMPACT:**

**NOTE:** This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

8. Is there a fiscal impact? ☒ Yes ☐ No
- a. If yes, what is the amount of the impact? Savings of (\$254,275)
- b. If part of a bigger project, what is the total amount of the project? \$ \_\_\_\_\_
- c. Is it currently budgeted? ☒ Yes ☐ No It is reflected in the 2016 budget.
1. If yes, in which account? \_\_\_\_\_
2. If no, how will the impact be funded? \_\_\_\_\_

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

**No. 13i --      RESOLUTION RE: APPROVING NEW OR DELETED POSITIONS DURING  
THE 2016 BUDGET PROCESS (AIRPORT)**

TO THE HONORABLE CHAIRMAN AND MEMBERS  
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

**WHEREAS**, a New Position or Position Deletion Request was submitted by the Airport during the 2016 budget process; and

**WHEREAS**, the Human Resources Department has reviewed the request with the department; and

**WHEREAS**, the department has evaluated the workload to support the new changes and has identified positions to be eliminated from the table of organization; and

**WHEREAS**, the Airport has requested to delete a vacant (1.00) FTE Maintenance Mechanic position; and

**WHEREAS**, the Airport recommends these changes to the table of organization:  
Maintenance Mechanic                      (1.00)                      Deletion

**NOW, THEREFORE, BE IT RESOLVED**, by the Brown County Board of Supervisors, the Airport table of organization be changed by deleting (1.00) FTE Maintenance Mechanic position; requested through the 2016 budget process to be effective January 1, 2016.

**Budget Impact:**

Position Title	FTE	Addition/ Deletion	Salary	Fringe	Total
Maintenance Mechanic	(1.00)	Deletion	\$(47,544)	\$(22,777)	\$(70,321)
<b>Total 2016 Budget Impact (Airport)</b>			<b>\$(47,544)</b>	<b>\$(22,777)</b>	<b>\$(70,321)</b>

Respectfully submitted,

PLANNING, DEVELOPMENT &  
TRANSPORTATION COMMITTEE  
EXECUTIVE COMMITTEE

Authored by Human Resources

Approved as to form by Corporation Counsel

**Budget Impact:** *The fiscal change of this resolution is reflected in the 2016 budget.*

A motion was made by Supervisor Sieber and seconded by Supervisor Landwehr **“to adopt.”**  
Voice vote taken. Motion carried unanimously with no abstentions.

Approved by:           /s/ Troy Streckenbach          

Date: 11/13/2015

**ATTACHMENT TO RESOLUTION #13I**  
**ON THE FOLLOWING PAGE**



## RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

**DATE:** October 5, 2015

**REQUEST TO:** Planning, Development & Transportation Committee

**MEETING DATE:** October 19, 2015

**REQUEST FROM:** Warren Kraft  
Human Resources Director

**REQUEST TYPE:** ☒ New resolution ☐ Revision to resolution  
☐ New ordinance ☐ Revision to ordinance

**TITLE:** Resolution Approving New or Deleted Positions During the 2016 Budget Process for the Airport

### **ISSUE/BACKGROUND INFORMATION:**

A New Position or Position Deletion Request was submitted by the Airport during the 2016 budget process.

### **ACTION REQUESTED:**

Make the following changes to the Airport table of organization:

- Delete (1.00) FTE Maintenance Mechanic

### **FISCAL IMPACT:**

**NOTE:** *This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.*

9. Is there a fiscal impact? ☒ Yes ☐ No

a. If yes, what is the amount of the impact? \$(70,321)

b. If part of a bigger project, what is the total amount of the project? \$\_\_\_\_\_

c. Is it currently budgeted? ☒ Yes ☐ No It is reflected in the 2016 budget.

1. If yes, in which account? \_\_\_\_\_

2. If no, how will the impact be funded? \_\_\_\_\_

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

**No. 13j --      RESOLUTION RE: APPROVING NEW OR DELETED POSITIONS DURING  
THE 2016 BUDGET PROCESS (PUBLIC WORKS)**

TO THE HONORABLE CHAIRMAN AND MEMBERS  
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

**WHEREAS**, a New Position or Position Deletion Request was submitted by the Public Works Department during the 2016 budget process; and

**WHEREAS**, the Human Resources Department has reviewed the request with the department; and

**WHEREAS**, the department has evaluated the workload to support the new changes and has identified positions to be added and eliminated from the table of organization; and

**WHEREAS**, the 1.00 FTE Business Coordinator position is currently under the Highway division but it also performs duties for the Facility Management division. The Public Works department recommends deleting (0.25) FTE Business Coordinator from the Highway division and adding 0.25 FTE Business Coordinator to the Facility Management division; and

**WHEREAS**, the Highway division has requested an additional 1,040 hours for LTE Highway Maintenance Workers to help meet the demands of additional work requested by the State and to assist in the spring/fall when summer help employees aren't available. Funding for this request will be covered by aid received from the State for county maintenance; and

**WHEREAS**, the Highway division has requested the reclassification of a Lead Highway Crew position that is performing the duties and supervisory responsibilities of a Superintendent position; and

**WHEREAS**, the Human Resources department, in conjunction with Public Works, recommends the reclassification of 1.00 FTE Lead Highway Crew position to 1.00 FTE Superintendent in Pay Grade 9 of the Classification and Compensation Plan; and

**WHEREAS**, the cost of this reclassification will be absorbed by funding received from the State and other municipality work; and

**WHEREAS**, the Public Works Department recommends these changes to the table of organization:

**Public Works/Highway:**

Business Coordinator	(0.25)	Deletion
LTE Highway Maintenance Worker	1,040 hours	Addition
Reclassification:		

Lead Highway Crew	(1.00)	Deletion
Superintendent	1.00	Addition

**Public Works/Facility Management:**

Business Coordinator	0.25	Addition
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**NOW, THEREFORE, BE IT RESOLVED**, by the Brown County Board of Supervisors, the Public Works - Highway table of organization be changed by deleting (0.25) FTE Business Coordinator position and adding 1,040 LTE Highway Maintenance Worker hours; and

**BE IT FURTHER RESOLVED**, the Public Works – Facility Management table of organization be changed by adding 0.25 FTE Business Coordinator; and

**BE IT FURTHER RESOLVED**, the reclassification of 1.00 FTE Lead Highway Crew position to 1.00 FTE Superintendent position in Pay Grade 9 of the Classification and Compensation Plan requested through the 2016 budget process to be effective January 1, 2016.

**Budget Impact:**

Position Title	FTE	Addition/ Deletion	Salary	Fringe	Total
Business Coordinator	(0.25)	Deletion	\$(10,458)	\$(5,304)	\$(15,762)
LTE Highway Maintenance Worker	1,040 hours	Addition	\$ 12,480	\$ 1,393	\$ 13,873
Reclassification:					
Lead Highway Crew	(1.00)	Deletion	\$(49,462)	\$(17,405)	\$(66,867)
Superintendent, Pay Grade 9	1.00	Addition	\$ 63,045	\$ 19,462	\$ 82,507
<b>Total 2016 Budget Impact (Public Works - Highway)</b>			<b>\$ 15,605</b>	<b>\$ ( 1,854)</b>	<b>\$ 13,873</b>

Position Title	FTE	Addition/ Deletion	Salary	Fringe	Total
Business Coordinator	0.25	Addition	\$ 10,458	\$ 5,304	\$ 15,762
<b>Total 2016 Budget Impact (Public Works - Facility Management)</b>			<b>\$ 10,458</b>	<b>\$ 5,304</b>	<b>\$ 15,762</b>

Respectfully submitted,  
PLANNING, DEVELOPMENT &  
TRANSPORTATION COMMITTEE  
EXECUTIVE COMMITTEE

Authored by Human Resources  
Approved as to form by Corporation Counsel

**Budget Impact:** *The fiscal change of this resolution is reflected in the 2016 budget.*

A motion was made by Supervisor Erickson and seconded by Supervisor Dantine “**to adopt.**” Voice vote taken. Motion carried unanimously with no abstentions.

Approved by:           /s/ Troy Streckenbach          

Date: 11/13/2015

**ATTACHMENT TO RESOLUTION #13J**  
**ON THE FOLLOWING PAGE**

## RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

**DATE:** October 5, 2015

**REQUEST TO:** Planning, Development & Transportation Committee

**MEETING DATE:** October 19, 2015

**REQUEST FROM:** Warren Kraft  
Human Resources Director

**REQUEST TYPE:** ☒ New resolution ☐ Revision to resolution  
☐ New ordinance ☐ Revision to ordinance

**TITLE:** Resolution Approving New or Deleted Positions During the 2016 Budget Process for the Public Works Department

### **ISSUE/BACKGROUND INFORMATION:**

A New Position or Position Deletion Request was submitted by the Public Safety Works Department during the 2016 budget process.

### **ACTION REQUESTED:**

Make the following changes to the Public Works - Highway table of organization:

- Delete (0.25) FTE Business Coordinator
- Increase 1,040 hours for the LTE Highway Maintenance Worker
- Reclassification of 1.00 FTE Lead Highway Crew position to 1.00 FTE Superintendent position in Pay Grade 9 of the Classification and Compensation Plan

Make the following changes to the Public Works - Facility Management table of organization:

- Add 0.25 FTE Business Coordinator

### **FISCAL IMPACT:**

**NOTE:** This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

10. Is there a fiscal impact? ☒ Yes ☐ No

a. If yes, what is the amount of the impact? \$13,873 Highway / \$15,762 Facility Management

b. If part of a bigger project, what is the total amount of the project? \$\_\_\_\_\_

c. Is it currently budgeted? ☒ Yes ☐ No It is reflected in the 2016 budget.

1. If yes, in which account? \_\_\_\_\_

2. If no, how will the impact be funded? \_\_\_\_\_

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

**No. 13k --     RESOLUTION RE:  APPROVING NEW OR DELETED POSITIONS DURING  
THE 2016 BUDGET PROCESS (UW-EXTENSION)**

TO THE HONORABLE CHAIRMAN AND MEMBERS  
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

**WHEREAS**, a New Position or Position Deletion Request was submitted by the UW Extension Department during the 2016 budget process; and

**WHEREAS**, the Human Resources Department has reviewed the request with the department; and

**WHEREAS**, the department has evaluated the workload to support the new changes and has identified positions to be added and eliminated from the table of organization; and

**WHEREAS**, the UW Extension Department recommends these changes to the table of organization:

Secretary II	(0.65)	Deletion
Secretary II	0.50	Addition
Secretary III	(0.40)	Deletion
Secretary III	0.50	Addition
Secretary III	(0.40)	Deletion
Secretary III	0.50	Addition
LTE Community Garden Coordinator	(0.80)	Deletion
LTE Community Garden Coordinator	1.00	Addition
LTE Workforce Development Agriculture Student Intern	(0.18)	Deletion
LTE Agriculture Student Assistant	(0.23)	Deletion

**WHEREAS**, the UW Extension Department has requested to decrease the Secretary II position from 0.65 FTE to 0.50 FTE which will meet the needs of the department; and

**WHEREAS**, the UW Extension Department has requested to increase two Secretary III positions from 0.40 FTE to 0.50 FTE due to an increase in administrative duties in support of the family living programs and increased social media outreach; and

**WHEREAS**, the UW Extension Department has requested to increase a grant funded LTE Community Garden Coordinator position from 0.80 FTE to 1.00 FTE to coincide with the amount of funding received for this position from the City of Green Bay and the UW Extension East Metro Resource Management Grant. Should the funding end, the position will end and be eliminated from the table of organization; and

**WHEREAS**, the UW Extension Department has requested to delete (0.18) FTE LTE Workforce Development Agriculture Student Intern and (0.23) FTE LTE Agriculture Student Assistant due to loss of funding; and

**NOW, THEREFORE, BE IT RESOLVED**, by the Brown County Board of Supervisors, the UW Extension table of organization be changed by deleting (0.65) FTE Secretary II and adding 0.50 FTE Secretary II, deleting two (0.40) FTE Secretary III and adding two 0.50 FTE Secretary III, deleting (0.80) FTE LTE Community Garden Coordinator and adding 1.00 FTE LTE Community Garden Coordinator, deleting (0.18) FTE LTE Workforce Development Agriculture Student Intern and deleting (0.23) FTE LTE Agriculture Student Assistant positions; requested through the 2016 budget process to be effective January 1, 2016.

**Budget Impact:**

Position Title	FTE	Addition/ Deletion	Salary	Fringe	Total
Secretary II	(0.65)	Deletion	\$(21,700)	\$(12,883)	\$(34,583)
Secretary II	0.50	Addition	\$ 16,953	\$ 12,191	\$ 29,144
Secretary III	(0.40)	Deletion	\$(14,946)	\$( 2,174)	\$(17,120)
Secretary III	0.50	Addition	\$ 17,990	\$ 7,380	\$ 25,370
Secretary III	(0.40)	Deletion	\$(13,854)	\$( 2,016)	\$(15,870)
Secretary III	0.50	Addition	\$ 17,317	\$ 7,283	\$ 24,600
LTE Community Garden Coordinator	(0.80)	Deletion	\$(21,840)	\$(16,174)	\$(38,014)
LTE Community Garden Coordinator	1.00	Addition	\$ 31,200	\$ 14,637	\$ 45,837
LTE Workforce Development Agriculture Student Intern	(0.18)	Deletion	\$( 4,628)	\$( 427)	\$( 5,055)
LTE Agriculture Student Assistant	(0.23)	Deletion	\$( 4,500)	\$( 721)	\$( 5,221)
<b>Total 2016 Budget Impact (UW Extension)</b>			<b>\$ 1,992</b>	<b>\$ 7,096</b>	<b>\$ 9,088</b>

**Budget Impact:** The fiscal change of this resolution is reflected in the 2016 budget.

Respectfully submitted,  
PLANNING, DEVELOPMENT &  
TRANSPORTATION COMMITTEE  
EXECUTIVE COMMITTEE

Authored by Human Resources  
Approved as to form by Corporation Counsel

A motion was made by Supervisor Dantine and seconded by Supervisor Kaye **“to adopt”**.  
Voice vote taken. Motion carried unanimously with no abstentions.

Approved by:       /s/ Troy Streckenbach       Date: 11/13/2015

**ATTACHMENTS TO RESOLUTION #13K**  
**ON THE FOLLOWING PAGE**

## RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

**DATE:** October 5, 2015 \*\* Amended 10/29/15 \*\*  
**REQUEST TO:** Planning, Development & Transportation Committee  
**MEETING DATE:** October 19, 2015  
**REQUEST FROM:** Warren Kraft  
Human Resources Director

**REQUEST TYPE:** ☒ New resolution ☐ Revision to resolution  
☐ New ordinance ☐ Revision to ordinance

**TITLE:** Resolution Approving New or Deleted Positions During the 2016 Budget Process for the UW Extension Department

### **ISSUE/BACKGROUND INFORMATION:**

A New Position or Position Deletion Request was submitted by the UW Extension Department during the 2016 budget process.

### **ACTION REQUESTED:**

Make the following changes to the UW Extension table of organization:

- Delete (0.65) FTE Secretary II
- Add 0.50 FTE Secretary II
- Delete two (0.40) FTE Secretary III
- Add two 0.50 FTE Secretary III
- Delete (0.80) FTE Community Garden Coordinator
- Add 1.00 FTE LTE Community Garden Coordinator
- Delete (0.18) FTE LTE Workforce Development Agriculture Student Intern
- Delete (0.23) FTE LTE Agriculture Student Assistant

### **FISCAL IMPACT:**

**NOTE:** *This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.*

11. Is there a fiscal impact? ☒ Yes ☐ No
- a. If yes, what is the amount of the impact? \$9,088
- b. If part of a bigger project, what is the total amount of the project? \$\_\_\_\_\_
- c. Is it currently budgeted? ☒ Yes ☐ No It is reflected in the 2016 budget.
1. If yes, in which account? \_\_\_\_\_
2. If no, how will the impact be funded? \_\_\_\_\_

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

Following, there was a break from the agenda for the following item. A motion was made by Supervisor Dantinne and seconded by Supervisor Kaster **“to approve \$431,597 in bonding for 2016 in lieu of 2019 with no fiscal impact, to asphalt .61 mile of road from Hwy 54 to the Wisconsin Central railroad tracks.”** Attachment on following page. Voice vote taken. Motion carried unanimously with no abstentions.



## **ATTACHMENT TO SUPERVISOR DANTINNE'S MOTION**

Proposed Bonding Projects

### **PROJECT: PUBLIC WORKS (HIGHWAY) CTH T RECONDITIONING – WISCONSIN CENTRAL LTD RAILROAD TO STH 54**

Proposed 2016 Bonding: \$431,597 – ESTIMATE ONLY

Project Costs	Sources of Funds
Planning, Design & Engineering.....	Current Revenue .....
Land Purchase .....	2016 G.O. Bonds or Notes.....431,597
Construction .....424,572	Revenue Bonds .....
Equipment .....	Reserve Fund.....
Other .....	State Aids.....
Debt Issue Costs.....7,025	Other .....
Total .....431,597	Total .....431,597

#### **Description and Justification:**

The proposed project in the Town of Scott, Town of Green Bay, and Town of Humboldt will consist of reconditioning the 0.61 miles of the two-lane asphalt roadway between the Wisconsin Central LTD railroad and STH 54.

The existing two-lane roadway will have 4 inches of asphalt milled and will be replaced with 4.5 inches of new asphalt pavement. The new roadway will be paved 40 feet wide in the urban area with two 12 foot lanes and two 8 foot paved shoulders/parking lanes. There will also be storm sewer repairs and replacement of curb & gutter with this project.

Prior Brown County's project, the New Franken Storm Water Sewer Commission will be making repairs to the existing storm sewer system. The existing storm sewer is having issues of failures and the repairs cannot wait until 2019. In addition, sections of the existing curb and gutter have failed and holds water on the roadway.

Per the Wisconsin Information System for Local Roads ("WISLR") rating scale of 1 through 10, this segment has an existing pavement rating of 3. Reconditioning is considered necessary when a rating of 4 or below is assessed.

#### **Operating Budget Impact:**

The existing two-lane asphalt roadway currently requires a high level of asphalt patching and shoulder repair. Resurfacing should reduce overall maintenance costs.

**No. 13I -- RESOLUTION RE: APPROVING NEW OR DELETED POSITIONS DURING THE 2016 BUDGET PROCESS (PUBLIC SAFETY COMM)**

TO THE HONORABLE CHAIRMAN AND MEMBERS  
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

**WHEREAS**, a New Position or Position Deletion Request was submitted by the Public Safety Communications Department during the 2016 budget process; and

**WHEREAS**, the Human Resources Department has reviewed the request with the department; and

**WHEREAS**, due to a scheduling change at the Public Safety Communications Center, the annual hours for a Telecommunication Operator changed from 1,976 hours to an average of 1,988 hours; and

**WHEREAS**, the Public Safety Communications Department recommends these changes to the table of organization:

Telecommunication Operator	648 hours	Addition
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**NOW, THEREFORE, BE IT RESOLVED**, by the Brown County Board of Supervisors, the Public Safety Communications table of organization be changed by adding 648 Telecommunication Operator hours; requested through the 2016 budget process to be effective January 1, 2016.

**Budget Impact:**

Position Title	FTE	Addition/ Deletion	Salary	Fringe	Total
Telecommunication Operator	648 hours	Addition	\$12,277	\$3,196	\$15,473
<b>Total 2016 Budget Impact (Public Safety Communications)</b>			<b>\$12,277</b>	<b>\$3,196</b>	<b>\$15,473</b>

**Budget Impact:** *The fiscal change of this resolution is reflected in the 2016 budget.*

Respectfully submitted,  
PUBLIC SAFETY COMMITTEE  
EXECUTIVE COMMITTEE

Authored by Human Resources  
Approved as to form by Corporation Counsel

A motion was made by Supervisor Buckley and seconded by Supervisor Clancy **“to adopt.”**  
Voice vote taken. Motion carried unanimously with no abstentions.

Approved by:           /s/ Troy Streckenbach                              Date: 11/13/2015

**ATTACHMENT TO RESOLUTION #13L**

**RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD**

**DATE:** September 28, 2015  
**REQUEST TO:** Public Safety Committee  
**MEETING DATE:** October 7, 2015  
**REQUEST FROM:** Warren Kraft  
Human Resources Director

**REQUEST TYPE:**    ☒ New resolution            ☐ Revision to resolution  
                         ☐ New ordinance            ☐ Revision to ordinance

**TITLE:** Resolution Approving New or Deleted Positions During the 2016 Budget Process for the Public Safety Communications Department

**ISSUE/BACKGROUND INFORMATION:**

A New Position or Position Deletion Request was submitted by the Public Safety Communications Department during the 2016 budget process.

**ACTION REQUESTED:**

Make the following changes to the Public Safety Communications table of organization:

- Add 648 Telecommunication Operator hours

**FISCAL IMPACT:**

**NOTE:** *This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.*

12. Is there a fiscal impact?    ☒ Yes    ☐ No

- a. If yes, what is the amount of the impact?    \$15,743
- b. If part of a bigger project, what is the total amount of the project?    \$\_\_\_\_\_
- c. Is it currently budgeted?    ☒ Yes    ☐ No    It is reflected in the 2016 budget.
  1. If yes, in which account?    \_\_\_\_\_
  2. If no, how will the impact be funded?    \_\_\_\_\_

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

**No. 13m -- RESOLUTION RE: APPROVING NEW OR DELETED POSITIONS DURING THE 2016 BUDGET PROCESS (SHERIFF'S DEPARTMENT)**

TO THE HONORABLE CHAIRMAN AND MEMBERS  
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

**WHEREAS**, a New Position or Position Deletion Request was submitted by the Sheriff's Department during the 2016 budget process; and

**WHEREAS**, the Human Resources Department has reviewed the request with the department; and

**WHEREAS**, the department has evaluated the workload to support the new changes and has identified positions to be added and eliminated from the table of organization; and

**WHEREAS**, the workload for the Secretary III position in the Drug Task Force has increased over the past 2-3 years based on several factors: Increased calls to the Drug Tip Line (average increase of 22% since 2012); Increased drug related reports referred from area law enforcement agencies from 291 in 2012 to 1,440 in 2014 and 1,488 are projected for 2015; Additional reporting requirements for Case Explorer and EPIC; Increased arrests and evidence submissions over the past 6 years has created a backlog; and

**WHEREAS**, funding has been approved by the Wisconsin HIDTA Executive Board to increase the Drug Task Force Secretary III position from 0.60 FTE to 1.00 FTE; and

**WHEREAS**, the Sheriff's Department recommends these changes to the table of organization:

Secretary III	(0.60)	Deletion
Secretary III	1.00	Addition

**NOW, THEREFORE, BE IT RESOLVED**, by the Brown County Board of Supervisors, the Sheriff's Department table of organization be changed by deleting 0.60 FTE Secretary III position and adding 1.00 FTE Secretary III position; requested through the 2016 budget process to be effective January 1, 2016.

**BE IT FURTHER RESOLVED**, should the funding for this position be eliminated, the position will end and be eliminated from the Sheriff's Department table of organization.

**Budget Impact:**

Position Title	FTE	Addition/ Deletion	Salary	Fringe	Total
Secretary III	(0.60)	Deletion	\$(20,781)	\$(4,793)	\$(25,574)
Secretary III	1.00	Addition	\$ 34,635	\$ 8,275	\$ 42,910
<b>Total 2016 Budget Impact (Sheriff's Department)</b>			<b>\$ 13,854</b>	<b>\$ 3,482</b>	<b>\$ 17,336</b>

**Budget Impact:** The fiscal change of this resolution is reflected in the 2016 budget.

Respectfully submitted,  
PUBLIC SAFETY COMMITTEE  
EXECUTIVE COMMITTEE

Authored by Human Resources  
Approved by Corporation Counsel

A motion was made by Supervisor Buckley and seconded by Supervisor Nicholson **“to adopt.”**  
Voice vote taken. Motion carried unanimously with no abstentions.

Approved by:           /s/ Troy Streckenbach           Date: 11/13/2015

**ATTACHMENT TO RESOLUTION #13M**  
**ON THE FOLLOWING PAGES**

## RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

**DATE:** September 28, 2015  
**REQUEST TO:** Public Safety Committee  
**MEETING DATE:** October 7, 2015  
**REQUEST FROM:** Warren Kraft  
Human Resources Director

**REQUEST TYPE:** ☒ New resolution ☐ Revision to resolution  
☐ New ordinance ☐ Revision to ordinance

**TITLE:** Resolution Approving New or Deleted Positions During the 2016 Budget Process for the Sheriff's Department

### **ISSUE/BACKGROUND INFORMATION:**

A New Position or Position Deletion Request was submitted by the Sheriff's Department during the 2016 budget process.

### **ACTION REQUESTED:**

Make the following changes to the Sheriff's Department table of organization:

- Delete (0.60) FTE Secretary III
- Add 1.00 FTE Secretary III

### **FISCAL IMPACT:**

**NOTE:** *This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.*

13. Is there a fiscal impact? ☒ Yes ☐ No

- If yes, what is the amount of the impact? \$17,336 (grant funded)
- If part of a bigger project, what is the total amount of the project? \$\_\_\_\_\_
- Is it currently budgeted? ☒ Yes ☐ No It is reflected in the 2016 budget.
  - If yes, in which account? \_\_\_\_\_
  - If no, how will the impact be funded? \_\_\_\_\_

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

**No. 14 --      RESOLUTION ESTABLISHING THE BROWN COUNTY BUDGET FOR  
CALENDAR YEAR 2016**

TO THE HONORABLE CHAIRMAN AND MEMBERS  
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies & Gentlemen:

**BE IT RESOLVED**, that the following sums of money be raised for the ensuing year:

School for Children with Disabilities	2,802,612
Health	2,007,815
County Aid Bridges (Section 82.08, Wis. Stats.)	0
Debt Service Fund	13,888,824
All Other County Taxes	<u>65,733,526</u>
 PROPERTY TAX LEVY .....	 84,432,777

**BE IT FURTHER RESOLVED**, that the County shall apportion the tax for the school for Children with Disabilities on all districts participating; and

**BE IT FURTHER RESOLVED**, that the County shall apportion the tax for the Health Department on all districts participating; and

**BE IT FURTHER RESOLVED**, that the County shall apportion the tax for bridges under Section 82.08, Wis. Stats., on the taxable property of the taxing districts participating; and

**BE IT FURTHER RESOLVED**, that the County shall enter in the Tax Apportionment, State Special Charges for Forestry Mill Tax, Section 70.58, Wis. Stats., in the amount of \$3,280,856 and

**BE IT FURTHER RESOLVED**, that the County shall enter in the Tax Apportionment the 20% Highway County Trunk Bridge assessments as authorized legal taxes against any district in the County, under Section 83.03 (2), Wis. Stats., and

**BE IT FURTHER RESOLVED**, that the budgeted appropriations for purposes of Section 65.90, Wis. Stats., are attached hereto as Exhibit A, and the detailed budget for purposes of Section 59.17 (5), Wis. Stats., is the document of which this is part; and

**BE IT FURTHER RESOLVED**, that the Director of Administration is authorized to make any technical corrections to the budget that are necessary.

A motion was made by Vice Chair Lund and seconded by Supervisor La Violette **“to adopt the Brown County Budget for Calendar Year 2016 as amended”**. Vote taken. Roll Call #14a(1):

Ayes: Sieber, De Wane, Hoyer, Gruszynski, Haefs, Erickson, Zima, Evans, Kaye, Dantine, La Violette, Katers, Van Dyck, Robinson, Clancy, Campbell, Moynihan, Blom, Lund, Fewell

Nays: Nicholson, Buckley, Landwehr, Kaster, Jamir, Schadewald

Total Ayes: 20 Total Nays: 6

Motion carried **“to adopt the Brown County Budget for Calendar Year 2016 as amended”**.

Approved By: /s/ Troy Streckenbach Date: 11/16/2015

**No. 15 -- SUCH OTHER MATTERS AS AUTHORIZED BY LAW (BUDGET ITEMS).**

**Employee Health Insurance:**

A motion was made by Vice Chair Lund and seconded by Supervisor Erickson **“to approve options B1/B2 for employee health insurance for 2016.”** Voice vote taken. Motion carried with Chairman Moynihan voting nay.

**Elections:**

Supervisors Zima, Nicholson and De Wane asked questions of the County Clerk regarding elections costs charged back to the City of Green Bay. Clerk Juno explained costs are appropriated based on jurisdictions that have contests on the ballot. No action taken.

**Wages and Salaries:**

Various Supervisors asked questions regarding the process of getting employees below the Class & Comp minimum up to the midpoint. Following discussion with the Director of Administration and the Human Resources Director, a motion was made by Supervisor Van Dyck and seconded by Vice Chair Lund **“to suspend, for the 2016, the pay for performance matrix previously approved by the Board and for the 2016 budget replace the matrix and the proposed 1.6% COLA and .4% pay for performance allowance, with the following wage proposal: increase of 3% for employees with a pay rate below mid-point; increase of 2% for employees with a pay rate at mid-point; increase of 1% for employees with a pay rate above mid-point to maximum; increase of .5% for employees with a pay rate above maximum; increase any employee with a pay rate below minimum to the minimum pay rate plus 3%; effective February 1, 2016 but retroactive to January 1, 2016.** Vote taken. Roll Call 14(1):

Ayes: Sieber, De Wane, Hoyer, Gruszynski, Haefs, Erickson, Zima, Evans, Kaye, Buckley, Landwehr, Dantine, La Violette, Katers, Kaster, Van Dyck Jamir, Robinson, Clancy, Campbell, Moynihan, Blom, Schadewald, Lund, Fewell

Nays: Nicholson

Total Ayes: 25 Total Nays: 1

Motion Carried.



**Late Communications:**

**No. 15a -- FROM SUPERVISOR SIEBER AND SUPERVISOR GRUSZYNSKI: TO ASK CORP COUNSEL TO CHECK COUNTY CODES, ORDINANCES AND MATERIALS AND CHANGE THE TERM "HUSBAND AND WIFE" TO "SPOUSES" WHERE APPROPRIATE.**

Refer to Administration Committee

**No. 16 -- CLOSING ROLL CALL.**

Present: Sieber, De Wane, Nicholson, Hoyer, Gruszynski, Haefs, Erickson, Zima, Evans, Kaye, Buckley, Landwehr, Dantine, La Violette, Katers, Kaster, Van Dyck, Jamir, Robinson, Clancy, Campbell, Moynihan, Blom, Schadewald, Lund, Fewell

Total Present: 26

**No. 17 -- ADJOURNMENT TO WEDNESDAY, DECEMBER 16, 2015, AT 6:00 P.M., LEGISLATIVE ROOM #203, CITY HALL, 100 NORTH JEFFERSON STREET, GREEN BAY, WISCONSIN.**

A motion was made by Supervisor Hoyer and seconded by Supervisor Kaye **"to adjourn to the above date and time (PLEASE NOTE TIME CHANGE).** Voice vote taken. Motion carried unanimously with no abstentions.

Meeting adjourned at 6:29 p.m.

ls\ Sandra L. Juno

SANDRA L. JUNO  
Brown County Clerk